

CITY OF FRANKLIN

MAYOR'S RECOMMENDED 2008 OPERATING BUDGETS

FOR FINANCE COMMITTEE

SEPTEMBER 26, 2007

ENGINEERING AND PUBLIC WORKS ADMINISTRATION
321

DEPARTMENT: Engineering

PROGRAM MANAGER: Director of Public Works (City Engineer)

PROGRAM DESCRIPTION:

The Public Works Department provides the staff and materials to plan, develop, construct, operate, and maintain the public infrastructure which includes such items as the City street system; sanitary sewers; water supply and distribution system; storm sewers and drainage system; street trees; street signs; street lighting; public parks; City owned lands; and the necessary vehicles and equipment to maintain the infrastructure.

The Public Works function is divided into 8 areas as follows: Engineering (321), Highway (331), Municipal Buildings (181), Sanitary Sewer (Fund 61), Solid Waste Collection (341), Street Lighting (351) and Parks (551). The cost of the overall management of functions besides engineering is included in this program, as well as the engineering activities. Separate program descriptions are included elsewhere in the budget for specific program functions.

In order to provide control over the public infrastructure, the Engineering Department staff issues numerous permits and approvals such as fill permits, land disturbing permits, land combination permits, and driveway approach permits. In addition, the Engineering Department approves items such as plats of survey for all building permits, preliminary and final plats, and reviews all construction plans for utilities and site grading plans for new subdivisions and planned developments.

SERVICES:

- Administrative and engineering related services provided to divisions and departments.
- Staff support provided to Public Works, Plan, and Water Commissions.
- Project oversight and design review services provided for all public construction projects, private developments, and zoning and site plan submittals.
- Respond to citizen inquiries and concerns regarding zoning, development public construction, and drainage.
- Maintain official maps and records including zoning, sewer, storm sewer, and official maps.
- Establish and maintain GIS mapping and inventory. Assist other departments in accessing GIS data.

STAFFING:

Authorized Positions (FTE)	2003	2004	2005	2006	2007	2008
City Engineer	1.00	1.00	1.00	1.00	1.00	1.00
Assistant City Engineer	1.00	1.00	1.00	1.00	1.00	1.00
Drainage Technician	1.00	1.00	1.00	1.00	1.00	1.00
Engineering Technician	4.00	4.00	4.00	4.00	4.00	4.00
Engineering Aide	.25	.25	.25	.25	.25	.25
Engineering Intern	.60	.60	.60	.60	.60	.60
Engineering Secretary	1.50	1.50	1.50	1.50	1.50	1.50
Clerk/Typist	.45	.45	.45	.45	.45	.45
Total	9.80	9.80	9.80	9.80	9.80	9.80

ACTIVITY MEASURES:

Activity	2003	2004	2005	2006	2007*	2008*
Plats of Survey Reviewed	240	274	300	300	95	100
Preliminary Plats	15	6	9	12	9	8
Final Plats	11	5	16	12	8	8
Certified Survey Maps	16	19	15	20	5	14
Soil Disturbance Permits	24	19	12	8	10	15
Fill Permits	4	5	8	10	10	15
Driveway Approach Permit	200	261	240	250	90	90
Land Combinations	3	6	5	5	3	4
Active Subdivisions/Developments	12	11	16	10	35	30
Utility Permits	306	361	450	400	200	250
Property Drainage Concerns	118	200	150	140	100	150
Condo Plats					6	6
Concept Reviews					26	25
Easements					50	50

*Forecast

BUDGET SUMMARY:

- 1) Allocated Payroll Costs – These credits represent the portion of the departmental expense charges to the sewer and water operations.
- 2) Capital Outlay:

Field Equipment - Global Position System (G.P.S.) \$ 13,500.00

Total \$ 13,500.00

CITY OF FRANKLIN 2008 BUDGET		2005 Actual	2006 Actual	2007 Adopted	2007 Amended	2007 YTD 6/30/2007	2007 Estimate	2008 Forecast A	2008 Dept/Request	2008 Recommend	Percent Change
ENGINEERING											
PERSONAL SERVICES											
SALARIES-FT	01.321.0000.5111	352,340	377,734	387,622	387,622	200,744	394,053	412,190	412,230	407,833	5.2%
SALARIES-PT	01.321.0000.5113	18,951	10,889	19,924	19,924	4,877	19,578	20,753	20,753	20,165	1.2%
SALARIES-TEMP	01.321.0000.5115	8,343	7,117	4,553	4,553	2,121	4,420	4,685	4,685	4,553	0.0%
SALARIES-OT	01.321.0000.5117	1,620	1,101	1,600	1,600	25	1,600	1,600	1,600	1,600	0.0%
COMPTIME TAKEN	01.321.0000.5118	3,463	4,654	2,060	2,060	1,467	2,000	2,100	2,060	2,060	0.0%
LONGEVITY	01.321.0000.5133	930	910	900	900	480	880	900	900	900	0.0%
HOLIDAY PAY	01.321.0000.5134	27,630	21,864	23,204	23,204	11,530	24,092	24,733	24,733	24,455	5.4%
VACATION PAY	01.321.0000.5135	25,230	28,298	32,233	32,233	12,575	33,568	35,180	35,180	34,683	7.6%
FICA	01.321.0000.5151	32,851	33,915	36,115	36,115	17,355	36,735	38,414	38,414	37,963	5.1%
RETIREMENT	01.321.0000.5152	41,078	42,430	44,762	44,762	22,549	43,813	47,670	47,670	47,153	5.3%
RETIREE GROUP HEALTH	01.321.0000.5153	0	0	0	0	0	0	0	0	0	#DIV/0!
GROUP HEALTH & DENTAL	01.321.0000.5154	108,413	129,038	143,466	143,466	64,476	146,304	161,958	161,958	161,958	12.9%
LIFE INSURANCE	01.321.0000.5155	4,084	4,332	4,407	4,407	2,299	4,616	4,671	4,671	4,671	6.0%
WORKERS COMPENSATION INS	01.321.0000.5156	8,011	6,669	7,130	7,130	3,526	7,182	7,499	9,510	10,362	45.3%
Allocated payroll cost	01.321.0000.5199	-124,800	-157,500	-177,400	-177,400	-88,700	-177,400	-204,000	-191,400	-191,400	7.9%
Sub-total		508,144	511,451	530,576	530,576	255,324	541,441	558,353	572,964	566,956	6.9%
Percent of Department Total		95.4%	94.8%	94.1%	94.1%	95.4%	94.4%	94.3%	92.8%	93.4%	
CONTRACTUAL SERVICES											
OTHER PROFESSIONAL SERVICE	01.321.0000.5219	6,231	2,859	2,600	2,600	0	2,600	2,678	2,600	2,600	
FILING FEES	01.321.0000.5223	0	0	1,050	1,050	0	1,050	1,082	1,050	1,050	
EQUIPMENT MAINTENANCE	01.321.0000.5242	2,729	2,278	2,650	2,650	1,127	2,650	2,730	2,730	2,750	
Sub-total		8,960	5,137	6,300	6,300	1,127	6,300	6,490	6,380	6,400	1.6%
SUPPLIES											
OFFICE SUPPLIES	01.321.0000.5312	1,878	2,080	3,150	3,150	1,051	3,150	3,150	3,220	3,200	
PRINTING	01.321.0000.5313	222	140	0	0	0	0	0	0	0	
OPERATING SUPPLIES-OTHER	01.321.0000.5329	3,513	3,384	2,950	2,950	2,205	2,900	2,950	2,950	2,950	
FUEL/LUBRICANTS	01.321.0000.5331	2,653	3,050	4,800	4,800	1,348	4,000	4,800	4,800	4,800	
VEHICLE SUPPORT	01.321.0000.5332	212	612	1,100	1,100	496	1,100	1,100	1,130	1,100	
Sub-total		8,478	9,266	12,000	12,000	5,100	11,150	12,000	12,100	12,050	0.4%
SERVICES AND CHARGES											
OFFICIAL NOTICES/ADVERTISING	01.321.0000.5421	241	0	0	0	0	0	0	0	0	
SUBSCRIPTIONS	01.321.0000.5422	28	28	0	0	26	26	0	30	50	
MEMBERSHIPS	01.321.0000.5424	696	566	1,000	1,000	0	1,000	1,000	1,000	1,000	
CONFERENCES AND SCHOOLS	01.321.0000.5425	1,998	1,308	2,750	2,750	393	2,750	2,750	2,750	2,750	
ALLOCATED INSURANCE COST	01.321.0000.5428	970	900	1,000	1,000	500	700	1,000	800	800	
MILEAGE	01.321.0000.5432	214	182	500	500	39	400	500	500	500	
EQUIPMENT RENTAL	01.321.0000.5433	285	2,833	3,000	3,000	1,660	2,814	3,000	3,000	3,000	
Sub-total		4,432	5,817	8,250	8,250	2,618	7,690	8,250	8,080	8,100	-1.8%
CONTRIBUTIONS AND AWARDS											
EMPLOYEE AWARDS	01.321.0000.5726	186	75	100	100	0	0	100	100	100	
Sub-total		186	75	100	100	0	0	100	100	100	100.0%
SUB TOTAL NON PERSONAL SERVICES		22,056	20,295	26,650	26,650	8,845	25,140	26,840	26,660	26,650	0.0%
TOTAL GENERAL FUND		530,200	531,746	557,226	557,226	264,169	566,581	585,193	599,624	593,606	6.5%
CAPITAL OUTLAY FUND											
AUTO EQUIPMENT	41.321.0000.5811	0	0	0	0	0	0	0	0	0	
OFFICE EQUIPMENT	41.321.0000.5813	1,439	4,302	2,800	2,800	0	2,800	2,800	3,500	0	
OTHER CAPITAL EQUIPMENT	41.321.0000.5819	0	0	900	900	679	900	900	0	0	
COMPUTER EQUIPMENT	41.321.0000.5841	1,067	3,038	3,000	3,000	2,881	3,000	3,000	14,000	13,500	
SOFTWARE	41.321.0000.5843	0	338	0	0	0	0	0	0	0	
TOTAL CAPITAL OUTLAY FUND		2,506	7,678	6,700	6,700	3,560	6,700	6,700	17,500	13,500	101.5%
EQUIPMENT REVOLVING FUND											
EQUIPMENT	42.321.0000.5811	0	0	0	0	0	0	0	0	0	0.0%
GRAND TOTAL ENGINEERING		532,706	539,424	563,926	563,926	267,729	573,281	591,893	617,124	607,106	7.7%
Less Program Revenue:											
STREET EXCAVATION PERMITS	01.0000.4277	-8,450	-8,155	-9,000	-9,000	-2,250	-7,000	-9,000	-8,000	-8,000	
FILL PERMITS	01.0000.4279	-2,725	-23,400	-10,000	-10,000	-8,550	-13,000	-10,000	-10,000	-10,000	
ENGINEERING REVIEW FEES - 2%	01.0000.4478	-149,844	-87,513	-120,000	-120,000	-22,037	-77,800	-120,000	-75,000	-75,000	
ENGINEERING INSPECTION FEES - 5%	01.0000.4479	-18,076	-11,315	-15,000	-15,000	-4,921	-15,000	-15,000	-10,000	-10,000	
Net Engineering Related Costs		353,611	409,041	409,926	409,926	229,971	460,681	437,893	514,124	504,106	

**CITY OF FRANKLIN
ENGINEERING DEPARTMENT
AUGUST 2007**

2008 ENGINEERING DEPARTMENT BUDGET REQUEST

A. PERSONNEL SERVICES

The Engineering Department consists of the following positions: City Engineer, Asst. City Engineer, Engineering Technician IV, Engineering Tech III, Drainage/Environmental Technician III, Engineering Technician II, Engineering Technician I, a half-time Intern, one summer employee, an Engineering Secretary and an Engineering Secretary (half-time with utility).

1. Salaries Overtime – 01.321.0000.5117 \$1,600.00

2007 Budget	=	\$1,600.00
Expenditures as of 6/30/07	=	\$ 25.00
Estimated Expenditures	=	\$1,000.00
Requested 2008 Budget	=	\$1,600.00

The Salaries Overtime budget account provides the necessary funds to pay overtime wages to the seven (7) Engineering Technicians and Secretaries. The City Engineer and Assistant City Engineer do not receive paid overtime. At certain times the Engineering Technicians have been required to do inspection work, complete projects on deadlines and meet residents or make court appearances to testify after hours. Also, secretaries are called upon to complete special projects on demanding schedules. Where possible, compensatory time has been used instead of overtime. This was the case in the first half of 2007. In 2005, this budget reached \$1620.00. It is therefore recommended that the budget remain at \$1,600.00 for 2008.

B. CONTRACTUAL SERVICE

1. Other Professional Services – 01.321.0000.5219 - \$2,600.00

2007 Budget	=	\$2,600.00
Expenditures as of 6/30/07	=	\$ 0
Estimated Expenditures	=	\$2,000.00
Requested 2008 Budget	=	\$2,600.00

The City staff requires the City's Storm Water Management Consultant/Environmental Assessor to review plans for all new development and these costs are billed to the developers. Staff has found the need to review new projects and existing projects throughout the City with involved hydraulic/hydrology and/or environmental problems and hereby request funds to offset the cost of these consultant fees. Recommend that this budget account remain at \$2600.00.

2. Filing Fees – 01.321.0000.5223 - \$1050.00

2007 Budget	=	\$ 1,050.00
Expenditures as of 6/30/07	=	\$ 0
Estimated Expenditures	=	\$ 1,050.00
Requested 2008 Budget	=	\$ 1,050.00

This covers the cost of recording of City agreements and easements. Fees potentially increase annually. The budget can remain at \$1050.00.

3. Equipment Maintenance – 01.321.0000.5242 - \$2,730.00

2007 Budget	=	\$ 2,650.00
Expenditures as of 6/30/07	=	\$ 1,127.00
Estimated Expenditures	=	\$ 2,650.00
Requested 2008 Budget	=	\$ 2,730.00

The Equipment Maintenance budget account provides the necessary funds for maintenance of the Department equipment including the copy machine, word processing equipment, surveying equipment and computers. The budget is hereby requested to be increased by two percent (2%).

C. SUPPLIES

1. Office Supplies – 01.321.0000.5312 - \$3,220.00

2007 Budget	=	\$3,150.00
Expenditures as of 6/30/07	=	\$1,001.00
Estimated Expenditures	=	\$3,150.00
Requested 2008 Budget	=	\$3,220.00

The Office Supplies budget account provides the funds to purchase the necessary office supplies to operate the Engineering Department. The cost of supplies is increasing each year along with the amount of supplies needed. It is recommended that this budget increase two percent (2%) for 2008.

2. Printing – 01.321.0000.5313 - \$0

2007 Budget	=	\$0
Expenditures as of 6/30/07	=	\$0
Estimated Expenditures	=	\$0
Requested 2008 Budget	=	\$0

This budget account may from time to time be used to account for large GIS printing projects. At this time, a project of this magnitude has not been identified.

3. Operating Supplies/Other – 01.321.0000.5329 - \$3,010.00

2007 Budget	=	\$2,950.00
Expenditures as of 6/30/07	=	\$2,205.00
Estimated Expenditures	=	\$2,900.00
Requested 2008 Budget	=	\$3,010.00

The Operating Supplies/Other budget account provides the necessary funds to purchase the supplies for surveying, drafting and for the map print machine. This is another account that is difficult to limit when activity is high in the department. This budget account should increase two percent (2%) for 2008.

4. **Fuel/Lubricants – 01.321.0000.5331 - \$4,800.00**

2007 Budget	=	\$4,800.00
Expenditures as of 6/30/07	=	\$1,348.00
Estimated Expenditures	=	\$4,000.00
Requested 2008 Budget	=	\$4,800.00

The Fuel/Lubricant Budget Account provides funds to fuel and lubricate the Engineering Department vehicles. Usage is relatively predicable. Fuel prices however, may dramatically increase. The 2008 budget can remain as previously budgeted, given a belief that vehicle usage and fuel prices will remain relatively consistent with 2007.

5. **Vehicle Support - 01.321.0000.5332 - \$1,130.00**

2007 Budget	=	\$1,100.00
Expenditures as of 6/30/07	=	\$ 486.00
Estimated Expenditures	=	\$1,100.00
Requested 2008 Budget	=	\$1,130.00

The Vehicle Support Budget Account provides funds to maintain the vehicles assigned to the Engineering Department. These include a 2003 Chevrolet Suburban, a 2004 Dodge Intrepid and a Chevrolet Venture mini-van acquired in 2001 and a retired police Ford Crown Victoria. Given the vehicles are aging and repair costs are increasing, it is recommended that the budget increase three percent (3%) to \$1,130.00.

D. SERVICES AND CHARGES

1. **Official Notices/Advertising – 01.321.0000.5421 - \$0**

2007 Budget	=	\$0
Expenditures as of 6/30/07	=	\$0
Estimated Expenditures	=	\$0
Requested 2008 Budget	=	\$0

This budget account may from time to time be used to account for the cost of publishing or advertising a notice that is not assigned to a project. At this time, notices without project numbers have not been identified.

2. **Subscriptions – 01.321.0000.5422 - \$30.00**

2007 Budget	=	\$ 0
Expenditures as of 6/30/07	=	\$26.00
Estimated Expenditures	=	\$26.00
Requested 2008 Budget	=	\$30.00

This item was previously included in membership. There is only one subscription presently used in the department.

3. **Memberships – 01.321.0000.5424 - \$1,000.00**

2007 Budget	=	\$1,000.00
Expenditures as of 6/30/07	=	\$ 0
Estimated Expenditures	=	\$1,000.00
Requested 2008 Budget	=	\$1,000.00

The Membership budget account provides the necessary funds to pay the cost of professional memberships to the following:

• Value Purchasing Association	\$ 25.00
• American Society of Civil Engineers for the City Engineer and Assistant City Engineer	\$ 350.00
• National Society of Professional Engineering for the City Engineer	\$ 250.00
• American Public Works Association (General Membership)	\$ 375.00
Total	\$1,000.00

Membership charges remain consistent and therefore this budget can remain at \$1000.00.

4. **Conferences and Seminars – 01.321.000.5425 - \$2,750.00**

2007 Budget	=	\$2,750.00
Expenditures as of 6/30/07	=	\$ 393.00
Estimated Expenditures	=	\$2,750.00
Requested 2008 Budget	=	\$2,750.00

The Conference and Seminars budget account provides the necessary funds for the department personnel to attend statewide job-related conferences and seminars. Unlike many other communities staff rarely attends national conferences. Constantly changing technology and environmental regulations makes it necessary for personnel to keep up-to-date. It is recommended that this budget remain at \$2,750.00.

The following is a summary of the requested conferences and schools from Engineering Department personnel:

I.	<u>City Engineer</u>	
a.	League of Municipalities Annual Conference	\$100.00
b.	American Public Works Annual Conference	\$300.00
c.	UW-Workshop	\$200.00
	Total	\$600.00
II.	<u>Assistant City Engineer</u>	
a.	American Public Works Annual Conference	\$300.00
b.	UW-Workshop	\$200.00
	Total	\$500.00

III.	<u>Drainage Technician</u>		
	a. UW Workshop(s)	\$300.00	
IV.	<u>Engineering Technician IV</u>		
	a. Wisconsin Safety Congress	\$250.00	
	b. Milwaukee Area Safety Council	\$100.00	
	c. UWM Workshop	<u>\$100.00</u>	
	Total	\$450.00	
V.	<u>Engineering Technician III</u>		
	a. Wisconsin Land Surveyors Institute	\$300.00	
	b. UWM Workshop	<u>\$100.00</u>	
	Total	\$400.00	
VI.	<u>Engineering Technician II</u>		
	a. Wisconsin Land Surveyors Institute	\$200.00	
	b. UW-M Workshop	<u>\$100.00</u>	
	Total	\$300.00	
VII.	<u>Engineering Technician I</u>		
	a. UW-M Workshop	<u>\$200.00</u>	
	Total	\$200.00	
	Total for all		<u>\$2,750.00</u>

The total requested conferences and schools for the above seven (7) Engineering Department employees for 2008 budget request is recommended to remain the same.

5. Allocated Insurance Costs – 01.321.0000.5428 - \$800.00

2007 Budget	=	\$1,000.00
Expenditures as of 6/30/07	=	\$ 500.00
Estimated Expenditures	=	\$ 700.00
Requested 2008 Budget	=	\$ 800.00

6. Mileage – 01.321.0000.5432 - \$500.00

2007 Budget	=	\$500.00
Expenditures as of 6/30/07	=	\$ 39.00
Estimated Expenditures	=	\$400.00
Requested 2008 Budget	=	\$500.00

The Mileage budget account provides the necessary funds to pay the employees that use their personal cars for City business. The Department has four (4) City vehicles; therefore, the mileage is only utilized when none of the vehicles are available for use. Given an active construction schedule and drainage surveys may require use of personal cars. It is recommended that this budget remain at \$500.00 to reflect the potential increase of fuel costs and owner servicing and insuring which will increase this rate to anticipated \$0.50/mile.

7. Equipment Rental – 01.321.0000.5433 - \$3,000.00

2007 Budget	=	\$ 3,000.00
Expenditures as of 6/30/07	=	\$ 1,172.00
Estimated Expenditures	=	\$ 2,814.00
Requested 2008 Budget	=	\$ 3,000.00

This is a budget account established to lease a copy machine. A lease contract has been established for a 5 year period in the amount of \$234.50 per month. Budget amount to remain consistent with contract.

E. CONTRIBUTIONS AND AWARDS

1. Employee Awards – 01.321.0000.5433 - \$100.00

2007 Budget	=	\$100.00
Expenditures as of 6/30/07	=	\$ 0
Estimated Awards	=	\$ 0
Requested 2008	=	\$100.00

This fund provides for years of service awards and special recognition for exceptional performance. These funds are to be utilized for the purchase of small tokens of appreciation such as pins or plaques. The use of these funds will vary from year to year depending on the Department needs. This budget item is requested to remain at \$100.00.

RJR/sg

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HIGHWAY/PARKS 331, 551

DEPARTMENT: Highway/Parks

PROGRAM MANAGER: Superintendent of Public Works

PROGRAM DESCRIPTION:

In more specific terms, Highway/Parks Department employees maintain the City's 166 miles of City streets, 18 miles of sidewalk, 14 parks, 90+ miles of storm sewers and 3,300 catch basins and manholes, 150 vehicles, public right of way land and 5 Highway Department buildings. The Highway Department maintains the City's 9,000+ curbside trees. This number has gone up by 1,900 since 2002. The Highway Department also completes major special projects yearly, which saves tax dollars.

2007 projects completed include:

1. Parking garage restoration at Franklin City Hall.
2. 92nd Street box culvert replacement & restoration.
3. Yard drains and catch basins rebuilt and installed as required on S. 42nd Street from Forest Hill Avenue to Sharon Lane, and on Sharon Lane from S. 36th Street to S. 42nd Street.
4. Widening, road side ditching and restoration of W. South County Line Road from S. 76th Street to S. 92nd Street.
5. Storm sewer installation on S. 33rd Street from W. Central Avenue to W. Southwood Drive prior to resurfacing.
6. Prior to resurfacing on W. Woodward Drive from S. 35th Street to S. 42nd Street and W. High Street from S. 76th Street to S. 79th Street ditches were cleaned and driveway culverts and street cross culverts were replaced as required.
7. Site work, grading and seeding was completed at the new park pavilion at Lions Legend Park Expansion.
8. The walking trail was extended in Franklin Woods Nature Center to the northwest, ending at Puetz Road.

The Highway/Parks Department provides the manpower and supplies necessary to properly maintain all City Parks. This encompasses 173 acres of land, 7 miles of bike trails and 14 recreational facilities. The City Parks include play equipment, playfields, play structures, ball diamonds, tennis courts, volleyball courts and park buildings. Park facility reservations are handled by the Clerk's office.

The responsibilities added to the Public Works Department workload in the year 2007:

- W. Oakwood Rd from S. 27th St west to the 3700 block, including total reconstruction from 20' of pavement to 28' divided pavement with boulevard, median breaks, sidewalk, street trees, street lights, storm sewer with manholes and inlets and a retention pond.

- W. Wheaton Way new construction from S. 27th St with 24' divided pavement, boulevard, sidewalk, street trees, street lights, storm sewer with manholes and inlets and a round-about on the west end.
- S. 31st St. new construction from W. Rawson Ave south ½ mile with 55' wide pavement narrowing to 44' with sidewalks, street trees, storm sewer with manholes and inlets and a retention pond.
- S. 31st total reconstruction from W. Drexel Ave north ½ mile with 36' wide pavement widening to match 44' pavement with street trees, storm sewer with manholes and inlets.
- W. Ryan Rd. from S. 27th St. to S. 68th St. reconstruction, adding an additional 83 street light poles with 158 light fixtures, 3 electrical distribution panels and the maintenance of an additional 4 miles of sidewalk.
- Berkshire Addition #2 with .4 miles of 24' paved road with curb & gutter, street trees, signage and storm sewer with manholes and inlets.
- S. 51st St at W. Rawson Ave, to include total reconstruction of pavement to 40' divided roadway for 1,000' to the north with boulevard, median breaks, sidewalk, street trees, street lights, storm sewer with manholes & inlets. 300' to the south is 30' divided pavement.
- Cardinal Heights Subdivision, to include 1,300' paved roadway with curb & gutter, street trees, signage and storm sewer with manholes and inlets.

Park Development

- Christine Rathke Park: installed 1,750' of asphalt walking trail, new baseball diamond with infield, expanded parking lot, trees, shrubs and landscaping.
- Lions Legend Park II: constructed an open air pavilion with restrooms, serving area and outside grilling area.
- Ken Windl Park: installed 2 tennis courts, including fencing and landscaping.
- Friendship Park: installed 450' of asphalt walking trail, 2 shade kiosks, trees, shrubs and landscaping.
- Franklin Woods Nature Center: installed 2,190' of asphalt walking trail, expanded the parking lot and renovated the open air pavilion to include a concrete floor and a new roof.

These projects combined increase the infrastructure by:

Street pavement equal to	3.1 miles
Linear feet of storm sewer	15,590'
Catch basins	145
Manholes	38
Linear feet of curb & gutter	33,203'
Street trees	370
Street light poles	197
Street light fixtures	204
Control panels	5
Street signs	122
Sidewalks (concrete)	7.0 miles (a 60% increase in city sidewalks)
Asphalt walkway	.8 miles

The addition of these items will greatly increase the work load and need for continuing maintenance in the future.

SERVICES:

- Maintain all buildings and grounds at Public Works facility.
- Storage of materials for Highway and other departments.
- Provide mechanical and vehicle maintenance services for Public Works, Police, Fire, Engineering, Health, City Hall and Inspection Department vehicles.
- Manage and maintain the fueling system for all City entities.
- Provide painting of lines, crosswalks, arrows, curbs and parking stalls for city streets and facilities.
- Repair and replace existing street signs as required, install additional regulatory and informational signs when approved and install all required signs in new developments.
- Paving and pothole patching of City streets and parking lots.
- Curb and gutter replacement and repairs.
- Repair and replace deteriorated sections of City sidewalk.
- Provide signage and manpower for festivals, such as the Civic Celebration and St. Martins Fair, and other special events.
- Maintain and repair the City's 90+ miles of storm sewer, 3,300 catch basins and the City owned retention ponds. Storm sewer systems have rapidly increased with development. Over 700 additional storm sewer catch basins have been installed since 2003.
- Clear snow and ice from 166 miles of City streets, 211 cul-de-sacs, 13 City parking lots and certain segments of sidewalk during inclement winter weather conditions.
- Mow grass and weeds on rural roadsides and City owned lands.
- Maintain all City owned street lighting systems:
 - Franklin Business Park
 - Rawson Ave. from 27th St. to Hawthorne St.
 - 76th St. at Rawson Ave.
 - Civic Center Area
 - 27th St. from Rawson Ave. to College Ave.
 - Ryan Rd between S. 27th and S. 60th St in 2007
 - Oakwood Rd from S. 27th to S. 34th St.
 - Wheaton Way
- Sweep City streets and parking lots to remove ice control sand and other debris.
- Prune curbside City trees for safety and structure.
- Remove brush and dead trees from roadsides, parks and City owned lands to create a safe environment for motorists, pedestrians and park users.
- Pick-up litter and animal carcasses from City roadway, roadsides and public lands.
- Yearly crack seal approximately 19.5 miles of City streets and parking lots to extend pavement life.
- City parks and tot lots are maintained, lawns mowed, garbage removed, and play structures are repaired.
- Manage and maintain the City of Franklin Recycling Center, accepting recyclable plastics, newspaper, cardboard, engine oil, automotive batteries, tree branches and brush from City residents.

- Maintain a residential pick-up location for wood chips produced from residential brush and Highway Department projects.
- Maintain and clean park buildings and picnic areas.
- Plant trees, prune approximately 1,000 trees annually and remove trees as required, mow lawns and maintain Park lands.
- Install play equipment and play structures. Regularly inspect and maintain all equipment as required.
- Groom sports fields, maintain signage and mow grassy areas along bike and pedestrian trails.
- Manage and maintain reserved picnic areas.
- Regularly assist other City departments, using Highway Department manpower and equipment, in an effort to reduce overall operating cost of the City.

STAFFING:

Authorized Positions (FTE)	2003	2004	2005	2006	2007	2008
Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Asst. Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Mechanic	1.00	1.00	1.00	1.00	1.00	1.00
Asst. Mechanic	2.00	2.00	2.00	2.00	2.00	2.00
Foreman	1.00	1.00	1.00	1.00	1.00	1.00
Equipment Operator	4.00	4.00	4.00	4.00	4.00	4.00
Light Equipment Operator	9.00	9.00	10.00	10.00	10.00	10.00
Light Equipment Oper.-Parks	1.00	1.00	1.00	1.00	1.00	1.00
Seasonal Help	1.00	1.00	1.00	1.00	1.00	1.00
Seasonal Help-Parks	.25	.25	.25	.25	.79	.79
Secretary	1.00	1.00	1.00	1.00	1.00	1.00
Total	22.25	22.25	23.25	23.25	23.79	23.79

ACTIVITY MEASURES:

Activity - Highway	2003	2004	2005	2006	2007*	2008*
Street miles crack sealed	21	17	18.5	21	34.6	25
Trees pruned	1,101	988	823	1,640	460	1,000
Feet of roadside ditching	23,500	26,000	33,700	31,300	28,700	33,000
Miles of streets	155	157	160	162	166	166
Vehicles maintained	149	150	150	150	152	155
Catch basins repaired	35	43	65	60	125	100

*Forecast

Activity - Parks	2003	2004	2005	2006	2007*	2008*
Acreage of parks	167	170	170	173	173	173
Recreational Facilities maintained	13	13	13	14	14	14
Miles of bike trail maintained	5.25	5.5	7	7	7	7
Park permits	53	49	54	69	95	100
Baseball field permits	0	34	59	69	95	100

*Forecast

BUDGET SUMMARY:

A majority of Highway Department accounts were adjusted for inflation for 2007. Additional funds were requested for employee hours to maintain and clean the parks and pavilions. Fuel and lubricant cost have increased again in 2007 and additional funds are requested primarily for cost increases. The road salt account had to be increased due to additional roadways and cost per ton increases.

Capital Outlay - Highway:

Non Motorized Equipment:

Stump Grinder Attachment	\$ 4,800.00
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Chain Saw	\$ 1,000.00
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Shop Equipment:

Sign software upgrade	\$ 3,750.00
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Office Computer	\$ 1,600.00
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Auto Equipment: - 4x4 Utility vehicle	\$ 28,000.00
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Landscaping Trees	<u>\$ 18,000.00</u>
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Total Capital Outlay	\$ 57,150.00
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Capital Outlay - Parks

Park Improvements	\$ 4,000.00
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Landscaping and Accessory	\$ 5,000.00
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Park Equipment	<u>\$ 6,000.00</u>
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Total Capital Outlay	\$ 15,000.00
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CITY OF FRANKLIN 2008 BUDGET		2005 Actual	2006 Actual	2007 Adopted	2007 Amended	2007 YTD 6/30/2007	2007 Estimate	2008 Forecast A	2008 Dept/Request	2008 Recommend	Percent Change
HIGHWAY											
PERSONAL SERVICES											
SALARIES-FT	01.331.0000.5111	758,142	794,823	794,025	794,025	397,534	832,876	828,474	878,890	876,041	
SALARIES-TEMP	01.331.0000.5115	16,019	14,988	20,313	20,313	2,234	19,751	20,876	20,876	20,313	
SALARIES-OT	01.331.0000.5117	43,185	5,086	35,000	35,000	20,287	35,000	35,000	35,000	35,000	
COMPTIME TAKEN	01.331.0000.5118	15,784	14,656	18,025	18,025	8,329	18,000	18,600	18,025	18,025	
LONGEVITY	01.331.0000.5133	1,892	1,972	2,220	2,220	1,008	2,295	2,380	2,500	2,500	
HOLIDAY PAY	01.331.0000.5134	63,266	49,067	52,934	52,934	27,296	56,027	58,176	58,176	57,998	
VACATION PAY	01.331.0000.5135	59,580	59,736	63,039	63,039	16,377	66,268	68,724	68,724	68,464	
FICA	01.331.0000.5151	71,179	69,792	75,386	75,386	35,048	78,880	78,954	82,776	82,481	
RETIREMENT	01.331.0000.5152	92,239	230,017	80,870	80,870	72,855	83,142	84,679	88,707	88,375	
RETIREE GROUP HEALTH	01.331.0000.5153	0	0	0	0	0	0	0	0	0	
GROUP HEALTH & DENTAL	01.331.0000.5154	225,033	256,059	291,330	291,330	154,138	301,535	329,898	350,459	350,436	
LIFE INSURANCE	01.331.0000.5155	4,225	4,495	4,341	4,341	2,229	4,425	4,511	4,722	4,722	
WORKERS COMPENSATION INS	01.331.0000.5156	26,937	21,992	24,417	24,417	11,622	25,566	25,591	34,089	37,697	
Sub-total		1,377,481	1,522,683	1,461,900	1,461,900	748,957	1,523,765	1,555,863	1,642,944	1,642,052	12.3%
Percent of Department Total		66.5%	69.1%	63.9%	66.7%	64.4%	59.3%	52.8%	56.7%	56.7%	
CONTRACTUAL SERVICES											
PAVEMENT MARKING	01.331.0000.5236	30,629	31,906	32,750	32,750	0	32,750	33,733	36,000	36,000	
RADIO MAINTENANCE	01.331.0000.5245	1,368	1,905	1,650	1,650	389	1,650	1,700	1,700	1,700	
REFUSE COLLECTION	01.331.0000.5297	544	900	1,700	1,700	415	1,700	1,751	1,750	1,750	
SUNDRY CONTRACTORS -SOILS	01.331.0000.5299	18,261	597	0	0	0	0	0	0	0	
SUNDRY CONTRACTORS	01.331.0000.5299	0	19,095	94,400	94,400	7,830	19,000	97,232	19,300	19,300	
Sub-total		50,802	54,403	130,500	130,500	8,634	55,100	134,416	58,750	58,750	-55.0%
SUPPLIES											
OFFICE SUPPLIES	01.331.0000.5312	1,409	1,323	1,650	1,650	642	1,650	1,650	1,650	1,650	
PRINTING	01.331.0000.5313	133	200	450	450	0	450	450	450	450	
UNIFORMS	01.331.0000.5326	5,143	4,747	5,000	5,000	1,453	5,000	5,000	5,000	5,000	
EDUCATION SUPPLIES	01.331.0000.5328	149	1,507	1,450	1,450	289	1,450	1,450	1,450	1,450	
FUEL/LUBRICANTS	01.331.0000.5331	83,755	90,913	113,850	113,850	48,860	113,850	113,850	122,710	122,700	
VEHICLE SUPPORT	01.331.0000.5332	70,773	75,512	76,100	76,100	36,936	76,100	76,100	79,900	79,900	
CONSUMABLE TOOLS	01.331.0000.5342	9,338	10,246	10,100	10,100	4,284	10,100	10,100	10,400	10,400	
SIGN SUPPLIES	01.331.0000.5343	10,181	10,296	10,800	10,800	3,037	10,800	10,800	11,340	11,350	
OFF-ROAD MAINT. SUPPLIES	01.331.0000.5345	1,211	1,442	1,650	1,650	962	1,650	1,650	1,700	1,700	
TRAFFIC SAFETY	01.331.0000.5346	2,344	2,999	3,000	3,000	0	3,000	3,000	3,000	3,000	
SAFETY COMPLIANCE	01.331.0000.5347	7,982	7,898	8,000	8,000	1,128	8,000	8,000	8,000	8,000	
CULVERT SUPPLIES	01.331.0000.5355	20,456	20,739	20,600	20,600	3,877	20,600	20,600	20,600	20,600	
SAND DE-ICER	01.331.0000.5362	3,391	1,543	5,000	5,000	0	5,000	5,000	1,820	1,800	
SALT DE-ICER	01.331.0000.5364	42,336	44,044	47,200	47,200	600	51,810	47,200	59,500	59,500	
STREET MAINT. MATERIALS	01.331.0000.5381	90,424	85,076	91,700	91,700	29,467	91,700	91,700	96,285	96,300	
Sub-total		349,025	358,485	396,550	396,550	131,535	401,160	396,550	423,805	423,800	6.9%
SERVICES AND CHARGES											
TRAFFIC SIGNAL ELECTRICITY	01.331.0000.5419	6,649	7,668	13,000	13,000	3,041	13,000	13,000	13,020	13,000	
OFFICIAL NOTICES/ADVERTISING	01.331.0000.5421	434	1,030	1,800	1,800	653	1,800	1,800	1,800	1,800	
MEMBERSHIPS	01.331.0000.5424	160	145	150	150	15	160	150	175	200	
CONFERENCES AND SCHOOLS	01.331.0000.5425	1,732	676	2,000	2,000	872	2,000	2,000	2,000	2,000	
ALLOCATED INSURANCE COST	01.331.0000.5428	43,980	37,800	41,800	41,800	20,900	45,200	41,800	47,300	47,300	
EQUIPMENT RENTAL	01.331.0000.5433	6,978	6,756	7,200	7,200	177	7,200	7,200	7,200	7,200	
DNR216 STORM WATER PERMIT	01.331.0000.5436	7,334	4,140	5,000	5,000	4,000	5,000	5,000	5,000	5,000	
Sub-total		67,267	58,215	70,950	70,950	29,658	74,360	70,950	76,495	76,500	7.8%
FACILITY CHARGES											
WATER	01.331.0000.5551	2,074	1,834	2,100	2,100	522	2,100	2,184	2,100	2,100	
ELECTRICITY	01.331.0000.5552	13,420	13,903	14,400	14,400	6,190	14,400	14,976	14,800	14,800	
SANITARY SEWER	01.331.0000.5553	2,100	2,000	2,650	2,650	1,300	2,650	2,756	2,900	2,900	
NATURAL GAS	01.331.0000.5554	14,603	14,190	18,500	18,500	11,096	18,500	19,240	20,350	20,350	
BUILDING MAINTENANCE	01.331.0000.5559	4,704	6,527	6,500	6,500	5,211	6,500	6,760	7,020	7,000	
Sub-total		36,901	38,454	44,150	44,150	24,319	44,150	45,916	47,170	47,150	6.8%
SUB TOTAL NON PERSONAL SERVICES											
		503,995	509,557	642,150	642,150	194,146	574,770	647,832	606,220	606,200	-5.6%
TOTAL GENERAL FUND											
		1,881,476	2,032,240	2,104,050	2,104,050	943,103	2,098,535	2,203,695	2,249,164	2,248,252	6.9%
CAPITAL OUTLAY FUND											
AUTO EQUIPMENT	41.331.0000.5811	125	0	0	0	0	0	0	28,000	28,000	
NON-MOTORIZED EQUIPMENT	41.331.0000.5814	21,549	12,317	1,625	1,625	0	1,625	1,600	5,800	5,800	
SHOP EQUIPMENT	41.331.0000.5815	0	7,714	0	0	0	0	0	5,350	5,350	
OTHER CAPITAL EQUIPMENT	41.331.0000.5819	0	2,785	46,000	46,000	0	46,000	45,700	0	0	
LANDSCAPING/TREES	41.331.0000.5821	20,000	11,948	20,000	28,000	12,747	28,000	20,000	22,000	18,000	
COMPUTER EQUIPMENT	41.331.0000.5841	1,838	515	0	0	0	0	0	0	0	
Sub-total		43,512	35,279	67,625	75,625	12,747	75,625	67,300	61,150	57,150	-15.5%
EQUIPMENT REVOLVING FUND											
EQUIPMENT	42.331.0000.5811	145,911	136,907	115,000	397,500	206,728	397,500	673,785	589,000	589,000	
GRAND TOTAL HIGHWAY											
		2,070,899	2,204,426	2,286,675	2,577,175	1,162,578	2,571,660	2,944,780	2,899,314	2,894,402	26.6%
Less Program Revenue:											
TRANSPORTATION AIDS	01.0000.4144	-1,222,288	-1,242,041	-1,225,000	-1,225,000	-603,619	-1,207,000	-1,231,000	-1,231,000	-1,231,000	
DPW CHARGES	01.0000.4480	-28,521	-37,328	-26,000	-26,000	-12,848	-35,000	-26,000	-26,000	-26,000	
CULVERT PIPE SALES	01.0000.4753	-2,586	-2,158	-3,000	-3,000	-390	-3,000	-3,000	-3,000	-3,000	
CULVERT PIPE SALES-TAXABLE	01.0000.4754	-6,790	-5,364	-9,000	-9,000	-1,097	-6,000	-6,000	-6,000	-6,000	
Sub-total		-1,259,185	-1,316,883	-1,263,000	-1,263,000	-623,614	-1,247,000	-1,266,000	-1,266,000	-1,266,000	
Net Highway Related Costs											
		810,714	917,535	1,023,675	1,314,175	544,624	1,320,660	1,678,780	1,633,314	1,628,402	

2008 HIGHWAY DEPARTMENT BUDGET REQUEST
CITY OF FRANKLIN
AUGUST, 2007

Please take into consideration the responsibilities that were added to the Public Works Department workload just in the year 2007:

W. Oakwood Rd from S. 27th St west to the 3700 block, including total reconstruction from 20' of pavement to 28' divided pavement with boulevard, median breaks, sidewalk, street trees, street lights, storm sewer with manholes and inlets and a retention pond.

W. Wheaton Way new construction from S. 27th St with 24' divided pavement, boulevard, sidewalk, street trees, street lights, storm sewer with manholes and inlets and a round-about on the west end.

S. 31st St. new construction from W. Rawson Ave south ½ mile with 55' wide pavement narrowing to 44' with sidewalks, street trees, storm sewer with manholes and inlets and a retention pond.

S. 31st total reconstruction from W. Drexel Ave north ½ mile with 36' wide pavement widening to match 44' pavement with street trees, storm sewer with manholes and inlets.

W. Ryan Rd. from S. 27th St. to S. 68th St. reconstruction, adding an additional 83 street light poles with 158 light fixtures, 3 electrical distribution panels and the maintenance of an additional 4 miles of sidewalk.

Berkshire Addition #2 with .4 miles of 24' paved road with curb & gutter, street trees, signage and storm sewer with manholes and inlets.

S. 51st St at W. Rawson Ave, to include total reconstruction of pavement to 40' divided roadway for 1,000' to the north with boulevard, median breaks, sidewalk, street trees, street lights, storm sewer with manholes & inlets. 300' to the south is 30' divided pavement.

Cardinal Heights Subdivision, to include 1,300' paved roadway with curb & gutter, street trees, signage and storm sewer with manholes and inlets.

Park Development

Christine Rathke Park: installed 1,750' of asphalt walking trail, new baseball diamond with infield, expanded parking lot, trees, shrubs and landscaping.

Lions Legend Park II: constructed an open air pavilion with restrooms, serving area and outside grilling area.

Ken Windl Park: installed 2 tennis courts, including fencing and landscaping.

Friendship Park: installed 450' of asphalt walking trail, 2 shade kiosks, trees, shrubs and landscaping.

Franklin Woods Nature Center: installed 2,190' of asphalt walking trail, expanded the parking lot and renovated the open air pavilion to include a concrete floor and a new roof.

These projects combined increase the infrastructure by:

Street pavement equal to	3.1 miles
Linear feet of storm sewer	15,590'
Catch basins	145
Manholes	38
Linear feet of curb & gutter	33,203'
Street trees	370
Street light poles	197
Street light fixtures	204
Control panels	5
Street signs	122
Sidewalks (concrete)	7.0 miles (a 60% increase in city sidewalks)
Asphalt walkway	.8 miles

The addition of these items will greatly increase the work load and need for continuing maintenance in the future.

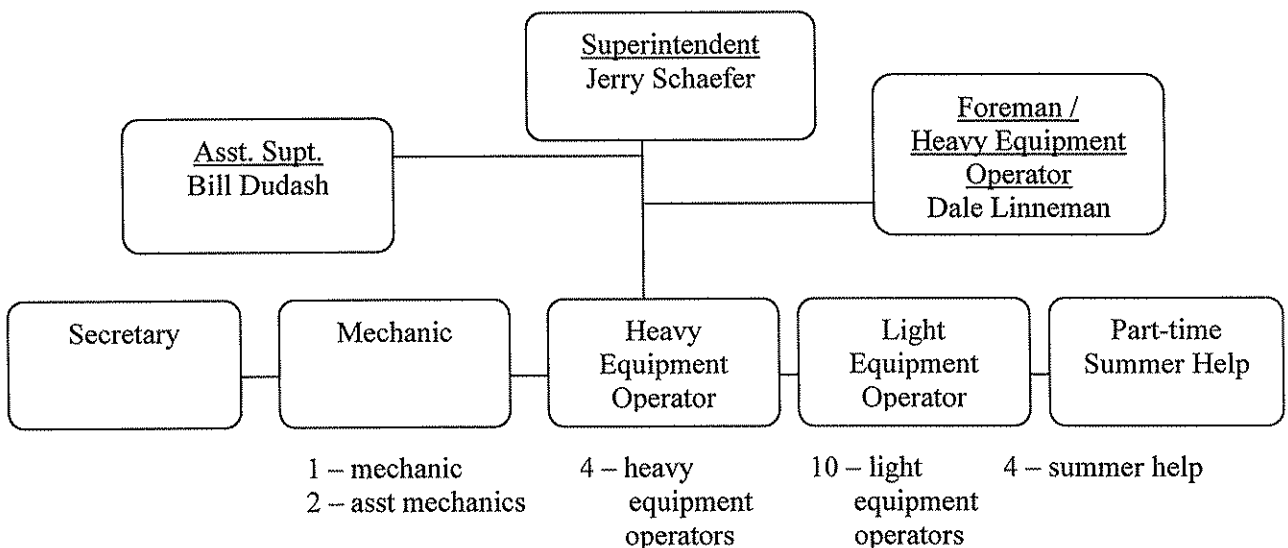
I. Organization

The operation of the Highway Department is directed by the Superintendent which reports directly to the Director of Public Works. Funding is provided within the general budget under account department 01.331 with a 2007 operational budget of \$2,104,050.00 and an operational Capital Outlay Budget of \$67,625.00 for an anticipated 2007 expenditure of \$2,171,675.00. The Highway Department staff consists of one (1) Public Works Superintendent, one (1) assistant superintendent, one (1) foreman, one (1) mechanic, two (2) asst. mechanics, four (4) heavy equipment operators, ten (10) light equipment operators, one (1) secretary and four (4) part-time summer employees (520 hours per year each).

Highway Department (Organizational Chart)

Director of Public Works

J. Bennett



- A. **Staff Responsibilities:** The staff responsibilities of the Highway Department are varied but can be generally classified as follows:

Recycling: Highway Department employees are assigned with maintaining the recycling center area daily in order to keep it clean and organized. The Recycling Center also has a resident brush drop-off which requires Highway Department employees to chip anywhere from 30-60 cubic yards of wood chips per week.

The Recycling Center is unstaffed during the weekdays which allows for unacceptable items to be dropped off and additional employee time to remove.

Roadside & Park Maintenance: Roadside tree removals and brushing are performed as required to keep roadside and public lands safe for the public. An on-going tree pruning program has been initiated to achieve healthy and strong curbside trees. The Highway Department has realized a 20% increase in curbside trees since 2003. There are presently over 9,000 curbside trees. City parks, tot lots, roadsides and Industrial Park are mowed and maintained on a regular basis to an acceptable level for Franklin residents.

The Department has total responsibility for the maintenance of Lions Legend Park and all other City parks. Play structures have been installed, existing equipment has been brought up to federal standards, all parks are visited and inspected regularly for safety hazards and patrolled for litter. Major development of City Parks has taken place in 2005, 2006 and 2007. This will continue into 2008, and someone must maintain these areas.

Street Signs: New street sign installations, sign repairs and replacements are performed as required. All street identification, warning and advisory signs are regularly produced at the Highway garage. The Highway Department continually inspects and upgrades signs as required.

Street Sweeping: All city streets are swept in early spring to pick up ice control sand and other foreign objects. Street sweeping makes for a much safer roadway for motorists, bicyclists and pedestrians. City streets and parking lots are swept throughout the year, as required. In development areas the developers are billed for street sweeping necessary to clean up construction mud and debris.

Street Repairs: Patching and paving of City streets is performed throughout the year. Our annual crack sealing program greatly increases the life of City streets. Wedging of manholes is performed yearly to help protect City snowplows from damage. There are 90+ miles of storm sewers, inlets and manholes that need to be cleaned and repaired. Little is being done in this area due to time constraints. New installations and replacements of driveway and street cross culverts are being installed as requested or required. The department, for the past 20 years, has been replacing deteriorated, rusted street cross culverts with concrete pipe. Concrete pipe will not require replacement in another 20 years. Other driveway culverts, cross culverts and ditches are being cleared to achieve proper drainage. Highway crews inspect, repair or replace deteriorated street curbs and sidewalks. Shoulders of City roads are graded with stone to strengthen the edges, which creates a much safer roadway. These are some of the major responsibilities required to make for a safe and acceptable roadway system. Many of these responsibilities are being performed only if time allows.

Vehicle Repairs: The City mechanic and assistant mechanics maintain Highway Departments 75+ pieces of equipment. Dump trucks and snowplow equipment are regularly sand blasted and painted to extend the vehicle appearance and years of service. All Police, Engineering, Building Inspection, Sewer and Water, and Health Department vehicles are maintained by the Highway Department. Preventive maintenance of Fire Department vehicles is also completed by the Highway Department. Repair parts are charged to each department. All labor costs to repair City owned vehicles are taken from the Highway Department budget. No labor costs are charged to the individual departments.

Snow Removal: There are 166 miles of roadway, 211 cul-de-sacs, and 13 parking lots to clear during a snow plow operation. This requires 15 plow routes for City streets and additional personnel to clear parking lots.

Miscellaneous: Highway Department employees regularly respond to requests for assistance from the Health Department, Police Department, Fire Department and City Hall. They also assist with the 4th of July Commission, St. Martins Fair Commission, and Park Commission. In addition, each year the Highway Department completes one or more special projects such as the resurfacing of streets, including ditching and culvert replacement as required to achieve proper drainage.

Other special projects included the parking garage restoration at Franklin City Hall and replacement of the box culvert on 92nd Street. Yard drains and catch basins were rebuilt and installed as required on S. 42nd Street from Forest Hill Avenue to Sharon Lane, and on Sharon Lane from S. 36th Street to S. 42nd Street. The widening, road side ditching and restoration of W. South County Line Road was completed from S. 76th Street to S. 92nd Street. Storm sewer was installed on S. 33rd Street between W. Central Avenue and W. Southwood Drive prior to resurfacing. Prior to resurfacing on W. Woodward Drive from S. 35th Street to S. 42nd Street and W. High Street from S. 76th Street to S. 79th Street road side ditches were cleaned and driveway culverts and street cross culverts were replaced as required. Site work, grading and seeding was completed at the new park pavilion at Lions Legend Expansion. The walking trail was extended in Franklin Woods Nature Center to the northwest ending at Puetz Rd.

Please Note: An additional employee was requested in the 2008 Highway / Parks Department personnel request. With the development and added responsibilities another employee is critical for our department to attempt to maintain the present level of services. In addition another snowplow route will be necessary and a driver will be required.

I. PERSONAL SERVICES

1. Salaries – Overtime – 01.331.0000.5117 - \$58,262.00

2007 Budget	=	\$35,000.00
Expenditures as of 6/30/07	=	\$20,287.00
Estimated Expenditures	=	\$40,000.00
Requested 2008 Budget	=	\$58,262.00

The salaries overtime account provides the necessary funds to pay the overtime wages to employees for snow and ice control, emergency storm response, downed street signs, and projects that overrun the workshift.

Snow and ice control is approximately 80% of employee overtime. Funds not expended for snow and ice control will not be spent if the City has a light snow season.

Some overtime is unavoidable when doing such a wide range of projects throughout the year.

Overtime is kept to a minimum, but in certain situations it wouldn't be practical or cost effective to shut down a job at 3:30.

It is totally unpredictable the severity or the number of snow storms the Highway Department may be required to clear from City streets in a calendar year. The greatest concern is the fact that we have had mild winters for many years and during that time development has rapidly continued. There are more streets, cul du sacs, parking lots and sidewalks that will be required to be cleared. The concern is the unknown. What effect will a normal or severe winter have on the Highway Department budget. During a mild to normal winter season an employee may easily have 100 hours of overtime. No one can predict if a snow event will occur on a Sunday or a Holiday or, if fortunate, during a regular scheduled workday. There are many unknowns and staff recommends to budget for 75 hours of overtime per employee to include 60 hours of time and a half and 15 hours of double time. One snowstorm can take up to 15 hours of overtime per employee.

Wages to pay overtime for recycling, 4th of July and St. Martins Fair are now taken from separate accounts. These costs are more predictable than predicting what the weather may be for the next year. As previously stated, winter weather conditions consume approximately 80% of the overtime account. Unspent funds due to a mild winter will not be spent and remain at the end of the year.

Employees may request comp time in lieu of overtime pay. The disadvantage to this, it again reduces the number of employee available for work on a daily work shift. An increase in overtime funds was requested for the 2007 budget, but denied. This is a concern. There are many new streets to maintain during the winter snow seasons. Additional drivers and overtime hours are required.

Please Note: As of 6-30-07 over 500 hours of comp time have been taken by department staff. If department staff selects overtime in place of comp time a short fall will occur. Staff recommends the following:

Regular overtime –			
21 positions x 60 hrs x 1.5 factor x \$23.12/hr	=		\$43,696.80
Overtime (Sunday & Holidays) –			
21 positions x 15 hrs x 2.0 factor x \$23.12/hr	=		<u>\$14,565.60</u>
Total			\$58,262.40
	Use		\$58,262.00

2. Salaries – Temporary – 01.331.0000.5115 - \$25,095.00

2007 Budget	=	\$20,313.00
Expenditures as of 6/30/07	=	\$ 2,234.00
Estimated Expenditures	=	\$20,313.00
Requested 2008 Budget	=	\$25,095.00

Four seasonal employees and temporary help is budgeted in this account. Temporary help includes wages for 100 hours for alternate snowplow riders and Sewer and Water Dept transfer for snow plowing.

The work obtained from seasonal employees in relation to the salary paid is very high. Funds have been included to employ four (4) persons for 520 hours each at the rate of \$9.50, with a .25 per hour increase for each year of employment with the City. The hourly rate for seasonal employees is being increased for 2008 by \$1.25 per hour to keep competitive with other employers. It has become very difficult to hire and keep good seasonal employees that are willing to work. Summer help employees help spread the full time employees for additional crews during the summer months, and are also used for fill-ins when full time employees are on vacation.

In addition to the summer help, funds are necessary for winter snowplowing operations to employ alternate riders for 100 hours @ \$10.00 per hour. The alternated riders are used to ride with the drivers during blizzards or near-blizzard conditions. During heavy snowstorms, or when Highway personnel are unavailable, Sewer and Water personnel are utilized and it is recommended that 125 hours be budgeted to cover these expenses.

Summer Help

4 persons @ 520 hours each @ \$9.50/hr = \$19,760.00

Temporary Help

100 hours @ \$10.00/hr = \$ 1,000.00

Sewer and Water Transfer

125 hours @ \$34.68/ hr = \$ 4,335.00
(overtime, x 1.5 per hr) Total \$25,095.00

3. Longevity – 01.331.0000.5133 - \$2,500.00

4. FICA – 01.331.0000.5151 - \$82,776.00

5. Retirement – 01.331.0000.5152 - \$88,707.00

6. Health Insurance – 01.33100000.5154 - \$350,459.00

7. Life Insurance – 01.331.0000.5155 - \$4,722.00

II. CONTRACTUAL SERVICES

A. Pavement Marking – 01.331.0000.5236 - \$36,000.00

2007 Budget	=	\$32,750.00
Expenditures as of 6/30/07	=	\$ 0.00
Estimated Expenditures	=	\$32,750.00
Requested 2008 Budget	=	\$36,000.00

The Pavement Marking Budget Account provides the necessary funds to contract for pavement marking and purchase pavement marking supplies for Highway Department personnel to apply.

Milwaukee County and State Dept. of Transportation remark their pavement on a yearly basis. At the minimum, it is recommended that the City maintain their pavement marking at least once every two years.

The city now has approximately 45 miles of street that require pavement marking; therefore, it is recommended that 22.5 miles of streets be marked each year.

It is also recommended that both the yellow centerline and the white edge markings be utilized as the white edge markings provide a safety factor for poor weather conditions such as fog. The first priority for edge marking are streets without shoulders. Stop bars and crosswalks are another valuable tool for increasing vehicular and pedestrian safety. Highway Department personnel install cross walks and stop bars as required throughout the year. The remainder are completed with the pavement marking contract. The cost estimate for pavement marking is based on the lineal footage of paint applied per mile. Yellow centerline varies between double yellow and single dash markings. Edge of pavement white lines remain constant. The estimated cost for centerline and edge of pavement marking is \$1,578.00 per roadway mile. Staff recommends to budget for 22.5 miles of roadway @ \$1,578.00 per mile = \$35,505.00, with the remaining \$495.00 for Highway Department striping supplies.

Any reduction in this account may allow for the City to find itself in a poor position if legal action results regarding an accident on a street that has pavement marking that has not been maintained.. No increase will only create a greater backlog of streets requiring striping.

B. Radio Maintenance – 01.331.0000.5245 - \$1,700.00

2007 Budget	=	\$1,650.00
Expenditures as of 6/30/07	=	\$ 502.00
Estimated Expenditures	=	\$1,650.00
Requested 2008 Budget	=	\$1,700.00

The Radio Maintenance budget account provides funds for the repair of all Highway Department radios, including thirty-four (34) mobile units and six (6) hand-held radios.

It is recommended that this budget be increased by 3%, as each year all radios, including the base station, are checked to see that they work properly and any deficiencies are

corrected. The Highway Department has continued to use radios up to 20 years old, therefore maintenance is on-going.

C. Refuse Collection – 01.331.0000.5297 – \$1,750.00

2007 Budget	=	\$1,700.00
Expenditures as of 6/30/07	=	\$ 415.00
Estimated Expenditures	=	\$1,700.00
Requested 2008 Budget	=	\$1,750.00

Tire disposal has the greatest impact on this account. Tires are generated from all city owned vehicles and tires picked from roadsides. The Highway Department is required to pay a per ton disposal fee for tires at the Metro Landfill. Disposal of paint thinners generated from painting of Department equipment is also costly.

The city stores salt, sand and fuel, which are classified as controlled materials. The State of Wisconsin requires a permit for the storage of controlled materials, and the annual fee is \$360.00. It is recommended that this budget be increased by 3% to accommodate cost increases.

D. Sundry Contractors – 01.331.0000.5299 - \$19,300.00 or \$119,300.00

2007 Budget	=	\$ 94,400.00
Expenditures as of 6/30/07	=	\$ 7,830.00
Estimate Expenditures	=	\$ 19,000.00
Requested 2008 Budget	=	\$ 19,300.00
	or	\$119,300.00

1. Diggers Hot Line Service - \$2,000.00

The City, as required by State Code, is a member of diggers hotline service. The Milwaukee area has only one diggers hotline service and they charge \$1.50 per notification. The Highway and Sewer and Water Department will divide cost for locate notifications. Sanitary sewer, water main, storm sewer and street light wiring must be located. It is assumed that 3/5 of the estimated \$5,000.00 notification cost will be borne by Sewer and Water Utilities and the remaining 2/5 to be borne by the Highway Department, as all storm sewer systems and street lighting are maintained by the employees of the Highway Department.

2. Electrical Contractor Services , Other - \$9,750.00

The number of electrical appliances and streetlights makes it necessary to do on-going electrical repairs. City staff completes maintenance electrical repairs. For major repairs a licensed electrician is hired to assist with the work. Presently there are 894 light fixtures, 562 light poles and numerous electrical appliances that are being maintained by the Highway Department. Electrical Contractor services vary, depending on failures. Please note that funds are also for unexpected service repairs on equipment such as the Gasboy Fuel Management System and the Summa Street Sign Plotter.

130 hrs @ \$75.00 per hour = \$9,750.00

63.8

3. **Service Agreement Contract for Exhaust System, Sensors and Control Panel**
- **\$2,200.00**

An extended warranty and calibration contract is recommended for the co/no2 gas detection system at the Highway Garage. Eight sensors are located in the vehicle storage and mechanics area. They are the on-off switch for the ventilation system. The contract will include annual testing and replacement of defective sensors as required. The average life of a sensor is five years and replacement cost is \$1,000.00 each.

Please note: All sensors were required to be replaced in 2005 at the expense of the contractor.

4. **Local State and Federal Regulation Inspections - \$5,350.00**

Local State and Federal Regulations require that certain equipment and tools be inspected annually.

- A. Fire Extinguishers: Inspect and recharge or replace as required - **\$450.00**.
- B. 5 Ton overhead crane in mechanics bay - inspect and adjust - **\$400.00**
- C. 2 ton mono rail in mezzanine area of Public Works Garage - inspect and adjust - **\$400.00**
- D. Aerial lift inspection of the 35' bucket truck - inspect and adjust - **\$500.00**
- E. Aerial lift inspection of the 50' bucket truck - inspect and adjust - **\$1,000.00**
- F. Overhead doors in the Public Works garage - inspect and adjust - **\$400.00**
- G. 55 ton mechanics bay truck hoist - inspect and adjust - **\$1,700.00**
- H. 33' scissors lift inspection - **\$500.00**

Please note: These are estimated figures. Actual cost depends on the condition of the item.

5. **Contracting Maintenance of City Infrastructure - \$100,000.00**

If an additional employee is not funded in the 2008 Highway & Parks Department budget, as requested, additional funds will be required to complete infrastructure maintenance. Review of the most cost effective maintenance repairs will be required before a decision is made on what to contract out.

Funds required \$100,000.00

III. SUPPLIES

A. Office Supplies – 01.331.0000.5312 - \$1,650.00

2007 Budget	=	\$1,650.00
Expenditures as of 6/30/07	=	\$ 643.00
Estimated Expenditures	=	\$1,650.00
Requested 2008 Budget	=	\$1,650.00

The Office Supplies budget account provides for the funding for the necessary office supplies to operate the Highway Department activities including such items as copy machine paper, pens, pencils, fax machine paper, time cards, lumber crayons, permanent markers, file folders, staples, clip boards, note pads and other office supplies. It is recommended this account remain the same for 2008.

B. Printing – 01.331.0000.5313 - \$450.00

2007 Budget	=	\$450.00
Expenditures as of 6/30/07	=	\$ 0.00
Estimated Expenditures	=	\$450.00
Requested 2008 Budget	=	\$450.00

This account supplies funds for printing of letter-head paper, employee time recording sheets and other large quantity printings. It is recommended this account remain the same for 2008.

C. Uniforms – 01.331.0000.5326 - \$5,000.00

2007 Budget	=	\$5,000.00
Expenditures as of 6/30/07	=	\$1,453.00
Estimated Expenditures	=	\$5,000.00
Requested 2008 Budget	=	\$5,000.00

The Uniform budget account provides the necessary funds to reimburse department employees for work clothing and steel toe shoes purchased as established in the union contract. Steel toe shoes significantly reduce the risk of foot injuries, which in turn helps reduce the cost of workers comp claims. All Highway Department employees who are involved in road and vehicle maintenance are required to wear steel toe shoes. The union contract provides for \$250.00 per employee.

$$20 \text{ employees @ } \$250.00 = \$5,000.00$$

D. Education Supplies – 01.331.0000.5328 - \$1,450.00

2007 Budget	=	\$1,450.00
Expenditures as of 6/30/07	=	\$ 290.00
Estimated Expenditures	=	\$1,450.00
Requested 2008 Budget	=	\$1,450.00

The Education Supplies budget account provides the funding for the City's on-going training. A well informed crew will be a more productive crew. Video's and brochures on tree care, tree pruning, asphalt, concrete products and driving techniques are very informative to the crew. A need also exists within the department for certain employees to have advanced training in masonry, equipment operations and mechanical repairs. It is being recommended not to increase this account and remain at the 2007 figure.

E. Motor Fuel/Lubricants – 01.331.0000.5331 - \$122,710.00

2007 Budget	=	\$113,850.00
Expenditures as of 6/30/07	=	\$ 54,370.00
Estimated Expenditures	=	\$113,850.00
Requested 2008 Budget	=	\$122,710.00

The Motor Fuel/Lubricants account provides the necessary funds to purchase fuel to operate all Highway Department vehicles and lubricants for a majority of city owned vehicles (Police, Fire, Inspection, Engineering, Health, Sewer & Water and Public Works).

Please Note: The City is not required to pay Federal tax on fuel purchases.

Unleaded Gasoline:

Unleaded gasoline is used in three trucks, crack router, chain saws, pavement saws, dewatering pumps, plate compactors and two cars. It is estimated that a total of 3,500 gallons will be used in 2007. The estimated average price of unleaded gasoline is \$2.60 per gallon: therefore, the estimated usage for 2007 is 3,500 gallons x \$2.60 = \$9,100.00.

Diesel Fuel:

All other vehicles (except as noted) use diesel fuel. The estimated usage for 2007 is 36,600 gallons. The average estimated cost of diesel fuel is \$2.53 per gallon: therefore, the estimated usage for 2007 is 36,600 gallons x \$2.53 = \$92,598.00.

Total estimated usage of all fuels for 2007 is as follows:

3,500 gal. Unleaded gasoline @ \$2.60	=	\$ 9,100.00
36,600 gal Diesel fuel @ \$2.53	=	<u>\$92,598.00</u>
Total		\$101,698.00

Lubricants:

In addition to motor oil, all city owned vehicles use transmission fluids and hydraulic fluids. Please note that all lubricants are now being purchased as bulk with a major reduction in cost. The estimated usage for 2007 is as follows:

100 gal. 5W20Motor Oil @ \$6.83/gal	=	\$ 683.00
300 gal. 5W30 Motor Oil @ \$6.05/gal	=	\$1,815.00
150 gal. 10W30 Motor Oil @ \$6.24/gal	=	\$ 936.00
450 gal. 15W40 Motor Oil @ \$6.12/gal	=	\$2,754.00
250 gal. Transmission Fluid @ \$6.21/gal	=	\$1,552.50
250 gal. Hydraulic Fluid @ \$6.82/gal	=	\$1,705.00
250 gal. Anti-Freeze @ \$6.44/gal.	=	\$1,610.00
Grease and Other Fluids @ \$3.10/gal.	=	\$ 434.00
55 gal Mercon V @ \$11.34/gal	=	<u>\$ 623.70</u>
Total		\$12,113.20
2007 Total: \$101,698.00 + \$12,113.20	=	\$113,811.20

Recommended 2008 Budget:

The cost of fuel for 2008 can only be based on speculation. An estimate, using price ranges we have seen in 2007, would be \$2.80 per gallon for unleaded gasoline and \$2.70 per gallon for diesel fuel.

3,600 gal. Unleaded Gasoline @ \$2.80	=	\$10,080.00
37,000 gal. Diesel Fuel @ \$2.70	=	<u>\$99,900.00</u>
Total		\$109,980.00

Lubricants:

In addition to motor oil, the Highway, Fire, Police, Inspection and Sewer and Water vehicles use transmission fluids and hydraulic fluids. Please note that all lubricants are now being purchased as bulk with a major reduction in cost. The estimated usage for 2008 is as follows:

100 gal. 5W20Motor Oil @ \$7.18/gal	=	\$ 718.00
300 gal. 5W30 Motor Oil @ \$6.36/gal	=	\$1,908.00
150 gal. 10W30 Motor Oil @ \$6.56/gal	=	\$ 984.00
450 gal. 15W40 Motor Oil @ \$6.43/gal	=	\$2,893.50
250 gal. Transmission Fluid @ \$6.52/gal	=	\$1,630.00
250 gal. Hydraulic Fluid @ \$7.17/gal	=	\$1,792.50
250 gal. Anti-Freeze @ \$6.77/gal.	=	\$1,692.50
Grease and Other Fluids @ \$3.26/gal.	=	\$ 456.40
55 gal Mercon V @ \$11.91/gal	=	<u>\$ 655.05</u>
Total		\$12,729.95
2008 Total: \$109,980.00 + \$12,729.95	=	\$122,709.95

Staff recommends to budget \$122,710.00 for fuel and lubricants for 2008.

F. Vehicle Support – 01.331.0000.5332 - \$79,900.00

2007 Budget	=	\$76,100.00
Expenditures as of 6/30/07	=	\$39,409.00
Estimated Expenditures	=	\$76,100.00
Requested 2008 Budget	=	\$79,900.00

The Highway Department has over 75 vehicles and equipment that are required to be serviced on a regular basis. Most repairs are being completed in-house, except when specialized training or tools too costly to purchase are required to complete the repair.

The departments existing street sweeper and Gradall excavator have, in recent years, required numerous costly repairs. With the age of the equipment costly repairs will continue.

Department personnel have strived to extend the useful life of Highway Department Equipment and have been very successful. This effort has cost taxpayers pennies on the dollar compared to purchasing new equipment. All patrol trucks and snowplows will be inspected prior to the 2007-2008 snowfall season. At that time many parts are replaced, such as snowplow cutting edges, high-wear parts on the patrol wings, hydraulic hoses, hydraulic fittings and bearings on salt spreaders.

One of the first steps in having a successful road construction and/or snow plowing operation is having properly maintained equipment. Staff recommends a 5% increase so the department will have sufficient funds to properly maintain equipment without future overruns. Again in 2007 the Highway Department has experienced an increase in costly repairs. Repairs have been more frequent and parts costs have increased. There will not be funds remaining in this account at the end of the year.

G. Consumable Tools – 01.331.0000.5342 - \$10,400.00

2007 Budget	=	\$10,100.00
Expenditures as of 6/30/07	=	\$ 4,294.00
Estimated Expenditures	=	\$10,100.00
Requested 2008 Budget	=	\$10,400.00

The Consumable Tools budget account provides funds to purchase specialty tools, hand tools, hand held power tools, power tool repair, mechanics uniforms, shop towels, disposable rags and other items that are not project specific. There is a constant need for consumable supplies and tools for all areas of work; vehicle repair, street maintenance, street lighting and park maintenance. It is recommended to increase this account by 3% for 2008.

H. Sign Supplies – 01.331.0000.5343 - \$11,340.00

2007 Budget	=	\$10,800.00
Expenditures as of 6/30/07	=	\$ 3,296.00
Estimated Expenditures	=	\$10,800.00
Requested 2008 Budget	=	\$11,340.00

This account provides for funding to purchase all sign materials to include but not limited to regulatory street signs, street identification signs, park signs, parking lot signs, steel sign posts, identification sign mounting brackets, hydrant markers and signs requested by other City Departments. All materials necessary to install identification and regulatory signs in new developments are purchased with funds from this account. Developers are charged for sign installations, with payment going into revenue.

The Highway Department purchased a computerized sign making system which allows for the design and production of specialty signs. Specialty signs are frequently requested by many of the departments throughout the year. Every sign produced saves the requesting department money on labor and material cost. Vehicle identification logos are also produced.

Additional signage is requested constantly from City residents. After review stop signs, speed limit, advance warning, no parking and no dumping signs, etc, are being regularly installed as directed by the Common Council and Board of Public Works. Funds are required to keep sufficient supplies available. Staff recommends a 5% increase in this account.

I. Off-Road Maintenance Supplies – 01.331.0000.5345 - \$1,700.00

2007 Budget	=	\$1,650.00
Expenditures as of 6/30/07	=	\$ 962.00
Estimated Expenditures	=	\$1,650.00
Requested 2008 Budget	=	\$1,700.00

The Off-Road Maintenance Supplies budget account provides the necessary funds to purchase items associated with the operation of the City's highway system, but not related to the maintenance of the pavement. Damage to mailboxes, lawns and private property during snowplowing, along with a number of other associated off road highway supplies, are billed to this account. Other supplies vary from the purchase of guardrail being replaced due to accidents to landscaping in areas damaged from vehicles going off the road. This account was not increased in 2007. It is being recommended to be increased by 3% in 2008.

J. Traffic Safety – 01.331.000.5346 - \$3,000.00

2007 Budget	=	\$3,000.00
Expenditures as of 6/30/07	=	\$ 0.00
Estimated Expenditures	=	\$3,000.00
Requested 2008 Budget	=	\$3,000.00

Funds are requested to purchase additional and replacement construction barrels, portable barricades, flashers, traffic cones, permanent end-of-roadway barricades and collapsible work zone signs. Each year many are damaged, stolen, or just in need of replacement. Staff recommends not to increase this account and remain at the 2007 amount.

K. SAFETY COMPLIANCE – 01.331.0000.5347 - \$8,000.00

2007 Budget	=	\$ 8,000.00
Expenditures as of 6/30/07	=	\$ 1,628.00
Estimated Expenditures	=	\$ 8,000.00
Requested 2008 Budget	=	\$ 8,000.00

1. Safety Equipment - \$5,000.00

The Highway Department initiated a safety compliance program in 1999. The State of Wisconsin – Department of Commerce governs and controls safety rules pertaining to public employee safety. It has become very apparent we must constantly update our safety equipment and procedures. Gas monitor calibration, chaps for tree cutting, hard hats, safety glasses, ear plugs, specialty gloves, body harness with tripod, safety vests and dust respirators are a few of the items we must have available at all times. Lifting slings, chains and cables are purchased for use with our overhead cranes. They are also used when hoisting and lifting with heavy equipment.

2. Compliance Training and Safety Manuals - \$3,000.00

The City is required to properly train employees, if relevant to the type of work they do, in such areas as:

- Lock Out Tag Out
- Competent Person
- Confined Space Entry
- Blood Borne Pathogens
- MSDS

- *Most Highway employees are required to have this training. A professional safety consultant is hired to assist and advise in properly training our employees. Each employee is given a revised employee safety manual addressing updated safety standards. It is being recommended not to increase this account for 2008.

L. Culvert Supplies – 01.331.0000.5355 - \$20,600.00

2007 Budget	=	\$20,600.00
Expenditures as of 6/30/07	=	\$ 3,877.00
Estimated Expenditures	=	\$20,600.00
Requested 2008 Budget	=	\$20,600.00

The Culvert Supplies budget account is a twofold budget with a portion of the funds used for the purchase of culvert pipes sold for driveways, with the City being reimbursed, and also for culvert pipe used by the City for street crossings and ditching projects which the City pays for. It is being recommended that this budget not be increased for 2008.

M. Sand De-Icer – 01.331.0000.5362 – \$1,820.00

2007 Budget	=	\$5,000.00
Expenditures as of 6/30/07	=	\$ 0.00
Estimated Expenditures	=	\$5,000.00
Requested 2008 Budget	=	\$1,820.00

The Sand De-Icer budget account provides the necessary funds to purchase ice control sand, which is mixed with road salt and used for controlling icing conditions on the City streets during the winter months. Sand costs a fraction of salt deicer, it is an excellent abrasive for controlling vehicular skidding on ice, reduces the tonnage of salt required and helps protect the environment. Coarse sand cost continues to increase due to the fact that it is also used for mound systems. Staff recommends the following purchase for 2007-2008 season:

$$400 \text{ ton} \times \$4.55 \text{ per ton} = \$1,820.00$$

This is a reduction of 700 ton. With the increase in traffic volume additional salt is being used to keep roadways safe for winter driving. Therefore, reduction in amount of ice control sand purchased is being recommended.

N. Salt De-Icer – 01.331.0000.5364 - \$59,500.00

2007 Budget	=	\$47,200.00
Expenditures as of 6/30/07	=	\$ 600.00
Estimated Expenditures	=	\$51,810.00
Requested 2008 Budget	=	\$59,500.00

The Salt De-Icer budget account provides funds to purchase road salt and calcium chloride used to control road icing conditions during sub zero weather in the winter months. The city purchases road salt at the lowest price possible through a State of WI group purchase.

As we all know it is very difficult to predict the type of winter we may have. Along with that, one must consider all of the additional streets and parking lots that will be required to be maintained with the continued constant development within the City, such as the development of Cardinal Heights and Berkshire #2, S. 31st St, Wheaton Way and the reconstruction and widening of parts of S. 51st St, W. Oakwood Rd and S. 31st St.

After reviewing the past three winters, overall they would be considered to have been mild winters. If we take into consideration the tonnage we have used for mild winters we will have nowhere near enough road salt for a normal or extreme winter.

The tonnage of road salt purchased has been:

2001 - 1200 ton	2002 - 500 ton	2003 - 1300 ton	2004 - 1300 ton
2005 - 1400 ton	2006 - 1400 ton	2007 - 1500 ton	2008 - 1700 ton

Taking into consideration the following issues:

1. Ton purchases in 2001 thru 2007.
2. Mild weather conditions.
3. The extension and widening of numerous streets, such as; S. 35th St between Rawson Ave and Drexel Ave, S. 51st St, and Oakwood Rd.,
4. The fact that additional miles of roadway have been developed and Highway Department are required to maintain these streets.

Additional salt will be required to properly maintain these areas. Staff recommends to budget funds sufficient to purchase 1,700 tons of road salt in 2008.

1,700 tons road salt
x \$35.00 estimated cost per ton
\$59,500.00 total cost

No one can predict the weather. If we are fortunate and have an extremely mild winter for 2007 - 2008 these funds will remain at years end.

O. Street Maintenance – 01.331.0000.5381 - \$96,285.00

2007 Budget	=	\$91,700.00
Expenditures as of 6/30/07	=	\$29,467.00
Estimated Expenditures	=	\$91,700.00
Requested 2008 Budget	=	\$96,285.00

The Street Maintenance budget account provides the necessary funds for the general maintenance and preventive maintenance of the City's 166 miles of roadway, storm sewer system, municipal parking lots, street curbs and sidewalks. Some of the materials required are hot mix asphalt, limestone, ready mix concrete, crack sealing material, catch basin inlets, adjusting rings, concrete block and mortar mix. Most of the street maintenance materials are expended summer through fall, therefore we do anticipate to expend the total amount budgeted for 2007. Many repairs are completed annually and funds are necessary to purchase supplies. It is recommended that this budget be increased by 5% to help keep up with the deterioration of our infrastructure.

Every year additional streets are turned over to the Highway Department to maintain. If not properly maintained City streets will deteriorate at an excelled rate, costing tax payers additional millions of dollars in future years.

Please note: Reconstruction of the streets in the Industrial Park was completed in 2006. Therefore, Highway Dept personnel have more time available to work on other City streets. Funds will be required to purchase materials.

IV. Services and Charges

2007 Budget	=	\$69,500.00
Expenditures as of 6/30/07	=	\$33,619.00
Estimated Expenditures	=	\$69,300.00
Requested 2008 Budget	=	\$74,495.00

A. Traffic Signal Electricity – 01.331.0000.5419 - \$13,020.00

2007 Budget	=	\$13,000.00
Expenditures as of 6/30/07	=	\$ 3,615.00
Estimated Expenditures	=	\$13,000.00
Requested 2008 budget	=	\$13,020.00

The City of Franklin has an agreement with Milwaukee County to share cost for the traffic signals at the intersections of 51st at Rawson, 76th at Puetz, 76th at Drexel, 76th at Imperial Drive and S. 68th at W. Rawson Ave.. The agreement requires Franklin to pay all electrical cost for certain intersections and partial electrical and maintenance repair costs for other intersections.

2007 average cost per intersection per month is \$150.00.

Staff recommends to budget as follows for 2008, with no increase:

$$\begin{aligned} \$155.00 \text{ per month} \times 12 \text{ months} &= \$ 1,860.00 \\ \$1,860.00 \times 7 &= \$13,020.00 \\ \text{Total} &= \$13,020.00 \end{aligned}$$

B. Official Notices / Advertising – 01.331.0000.5421 - \$1,800.00

2007 Budget	=	\$ 1,800.00
Expenditures as of 6/30/07	=	\$ 653.00
Estimated Expenditures	=	\$ 1,800.00
Requested 2008 Budget	=	\$ 1,800.00

Advertisements are placed in local papers and construction magazines to notify the public that the City is accepting bids on materials and projects to be completed. The number of projects to be completed in a particular year is the deciding factor of funds expended, and in most situations is an unknown until the budget year. Staff is recommending not to increase in this account for 2008.

C. Memberships – 01.331.0000.5424 - \$175.00

2007 Budget	=	\$ 150.00
Expenditures as of 6/30/07	=	\$ 15.00
Estimated Expenditures	=	\$ 160.00
Requested 2008 Budget	=	\$ 175.00

Highway Department joins organizations such as the American Public Works Association, Wisconsin Arborists Association and the International Arborist Association. In doing so, they receive valuable information on maintaining the City's infrastructure, tree care and tree related issues. This account funds memberships that assist employees with valuable information pertaining to their job. Staff recommends to increase this account by 10% for 2008.

D. Conferences and Seminars – 01.331.0000.5425 - \$2,000.00

2007 Budget	=	\$2,000.00
Expenditures as of 6/30/07	=	\$ 917.00
Estimated Expenditures	=	\$2,000.00
Requested 2008 Budget	=	\$2,000.00

The Conferences and Seminars budget account will provide funds for department personnel to attend job-related seminars such as forestry, snow removal, equipment maintenance, highway safety, street sign installation and roadway maintenance. It is important that the staff of the Highway Department remain current on the various tasks relating to Public Works. It is recommended that this budget remain the same so our employees may be allowed to attend classes.

E. Allocated Insurance Cost - 01.331.0000.5428 - \$45,300.00

F. Equipment Rental – 01.331.0000.5433 - \$7,200.00

2007 Budget	=	\$7,200.00
Expenditures as of 6/30/07	=	\$1,177.00
Estimated Expenditures	=	\$7,200.00
Requested 2008 Budget	=	\$7,200.00

The Equipment Rental account provides the necessary funds to rent or lease equipment for snow plowing during extremely large snowfalls. Funds are required to rent specialty tools and equipment to complete special projects throughout the year, such as a 25 ton crane, dewatering pumps, core drill, concrete buster, soil compactor, self propelled trencher, self propelled stump grinder, boom mower attachment, mini excavator and 1.5 yd excavator. Staff is recommending not to increase this account for 2008.

G. DNR216 Storm Water Permit - 01.331.0000.5436 - \$5,000.00

V. **FACILITY CHARGES**

A. **Water – 01.331.0000.5551 - \$2,100.00**

2007 Budget	=	\$2,100.00
Expenditures as of 6/30/07	=	\$ 979.00
Estimated Expenditures	=	\$2,100.00
Requested 2008 Budget	=	\$2,100.00

The largest volume of water used at the highway department is for truck washing. All snow plowing equipment is rinsed after every snowfall and department vehicles and equipment are rinsed as needed throughout the year. It is being recommended to not increase this account for 2008.

B. **Electricity – 01.331.0000.5552 - \$14,800.00**

2007 Budget	=	\$14,400.00
Expenditures as of 6/30/07	=	\$ 7,272.00
Estimated Expenditures	=	\$14,400.00
Requested 2008 Budget	=	\$14,800.00

This account supplies the funds for electricity at the Highway facility. Included are 5 buildings and a fuel island. Staff recommends a 3% increase to cover expected rate increases.

C. **Sanitary Sewer – 01.331.0000.5553 - \$2,900.00**

2007 Budget	=	\$2,650.00
Expenditures as of 6/30/07	=	\$1,300.00
Estimated Expenditures	=	\$2,650.00
Requested 2008 Budget	=	\$2,900.00

This budget account provides funds to pay for the pumpage of the holding tank serving the Highway Department garage. The fee for 2008 will increase by 5% due to fuel costs. The tank was also required to be pumped more than anticipated. Staff recommends a 10% increase for this account in 2008.

D. **Natural Gas – 01.331.0000.5554 - \$20,350.00**

2007 Budget	=	\$18,500.00
Expenditures as of 6/30/07	=	\$11,158.00
Estimated Expenditures	=	\$18,500.00
Requested 2008 budget	=	\$20,350.00

This account supplies funds for natural gas to heat the Highway facility, spray booth, make-up air unit, one pressure washer and the old Highway garage. Rate increases and weather conditions have increased usage and costs.

This account was not increased in 2007 and an overrun in this account is very possible. Staff recommends a 10% increase in this account for 2008.

E. Building Maintenance – 01.331.0000.5559 - \$7,020.00

2007 Budget	=	\$6,500.00
Expenditures as of 6/30/07	=	\$5,211.00
Estimated Expenditures	=	\$6,500.00
Requested 2008 Budget	=	\$7,020.00

There are five buildings at the Highway facility and all buildings must be maintained to an appropriate level. Many of the building repairs are completed by Highway employees. This account supplies the necessary funds to purchase blower motors, door locks, cor ray vac filters, roofing supplies, general repair supplies, such as paint, caulk, weatherstripping, floor tile, concrete sealer, plumbing and electrical supplies. It is being recommended to increase this account by 8% for 2008.

VI. PERFORMANCE BENCHMARKING

The Franklin Highway Department Budget provides for the equipment, supplies and personnel to construct, operate and maintain the public infrastructure. Public infrastructure includes such items as the city buildings, city streets, sidewalks, storm sewers, street trees, street signs, street lighting, public parks, city owned lands.

In more specific terms, the Highway Department staff cut the grass on all City owned land and rural road sides, maintains all City parks and tot-lots, maintain and install street signs as required, street sweeping, repair and replace sidewalks and street curbs, plant curb side trees, strive to achieve properly pruned and structurally strong 9,000+ curbside trees, patch and pave the 166 miles of the City's streets. This includes reditching for better drainage, the installation of driveway culverts and maintenance of the shoulders, ice and snow control, snow plowing, and many miscellaneous duties from pick-up of dead animals to clearing auto accidents, assist with the 4th of July Commission, St. Martins Fair Commission, and the Park Commission. Other City Departments, such as Health, Police and Fire, are regularly assisted. Every year the Highway Department completes special projects such as bikeway extensions, major ditching projects, storm sewer installations and reconstruction of local roadways.

In an effort to reduce construction cost, the Highway Department annually prepares all sections of roadway included in the City's annual road program. Prior to repaving City streets, the Highway Department completes all necessary reditching, storm sewer repairs, culvert replacements, drain tile installations and other maintenance repairs as needed. Department employees annually strive to become familiar with the additional developed areas so that roads are maintained and ice and snow are removed.

Years	Crack Sealing (miles)	Tree Pruning (numbers)	Roadside Ditching (ft.)
2002	15	1,000	29,000
2003	21	1,101	23,500
2004	17	988	26,000
2005	18.5	823	33,700
2006	264	1,640	31,300

The staff of the Public Works Department continues to keep track of work activities of each employee through the use of a five (5) digit number used on the time sheets.

Activity	2004 hours/percentage	2005 hours/percentage	2006 hours/percentage
Street Maintenance	15,294 - 38.4%	18,394 - 43.5%	14,199 - 34.1%
City Land & Buildings	6,676 - 16.8%	6,808 - 16.1%	9,031 - 21.7%
City Parks	3,268 - 8.2%	3,637 - 8.6%	4,285 - 10.3%
Training	319 - .8%	211 - .5%	161 - .4%
Municipal Equipment	5,924 - 14.9%	5,455 - 12.9%	5,735 - 13.7%
Misc.	2,244 - 5.6%	1,733 - 4.1%	2,057 - 4.9%
Supervision	3,656 - 9.2%	3,637 - 8.6%	3,697 - 8.9%
Clerical	1,670 - 4.2%	1,649 - 3.9%	1,623 - 3.9%
Recycling	759 - 1.9%	761 - 1.8%	879 - 2.1%

Benchmarking of the Public Works Department services can best be compared with other communities by a per capita cost and a cost per mile of local streets. The following is the historical Public Works Department expenditure, excluding capital outlay, on a per capita basis for 1997 through 2006:

A. Per Capita Expenditures:

Year	Actual Expenditures	Population	Cost/Capita
1997	\$1,009,876.00	26,591	\$37.98
1998	\$1,061,051.00	27,098	\$39.16
1999	\$1,121,551.00	27,780	\$40.37
2000	\$1,400,000.00	28,607	\$48.93
2001	\$1,475,678.00	30,199	\$48.87
2002	\$1,505,490.00	30,749	\$48.96
2003	\$1,727,421.00	31,467	\$54.90
2004	\$1,759,235.00	31,804	\$55.32
2005	\$1,881,476.00	32,548	\$57.81
2006	\$2,032,240.00	33,000	\$61.58

B. Per Mile of Local Streets Expenditures:

Year	Actual Expenditures	No. of Local Street Miles	Cost/Mile
1997	\$1,009,876.00	137.04	\$7,369.21
1998	\$1,061,051.00	139.84	\$7,587.61
1999	\$1,121,551.00	142.84	\$7,851.80
2000	\$1,400,000.00	148	\$9,459.45
2001	\$1,475,678.00	150	\$9,837.85
2002	\$1,505,490.00	152.55	\$9,868.83
2003	\$1,727,421.00	155	\$11,144.66
2004	\$1,759,235.00	157	\$11,205.32
2005	\$1,881,476.00	162.78	\$11,558.40
2006	\$2,032,240.00	164.74	\$12,336.05

CITY OF FRANKLIN
2008 BUDGET

		2005 Actual	2006 Actual	2007 Adopted	2007 Amended	2007 YTD 6/30/2007	2007 Estimate	2008 Forecast A	2008 Dept/Request	2008 Recommend	Percent Change
PARKS											
PERSONAL SERVICES											
SALARIES-FT	01.551.0000.5111	52,341	53,270	46,649	46,649	28,593	46,649	48,049	97,506	48,049	
SALARIES-PT	01.551.0000.5113	0	0	0	0	0	0	0	0	19,968	
SALARIES-TEMP	01.551.0000.5115	4,127	8,461	15,750	15,750	4,390	14,378	15,750	14,378	14,378	
SALARIES-OT	01.551.0000.5117	652	723	0	0	242	0	0	0	0	
LONGEVITY	01.551.0000.5133	196	146	0	0	92	0	0	0	0	
FICA	01.551.0000.5151	4,266	4,639	4,774	4,774	2,448	4,669	4,881	8,559	6,303	
RETIREMENT	01.551.0000.5152	7,963	13,562	3,732	3,732	4,866	7,697	3,844	7,800	3,844	
GROUP HEALTH & DENTAL	01.551.0000.5154	14,085	17,734	19,489	19,489	11,516	19,440	22,304	43,236	22,304	
LIFE INSURANCE	01.551.0000.5155	11	17	203	203	8	197	206	416	206	
WORKERS COMPENSATION INS	01.551.0000.5156	1,676	1,528	1,622	1,622	857	1,587	1,659	2,909	3,016	
Sub-total		85,317	100,080	92,219	92,219	53,012	94,617	96,693	174,804	118,068	28.0%
Percent of Department Total		74.9%	66.6%	71.4%	71.4%	84.6%	71.5%	71.9%	80.6%	62.9%	
CONTRACTUAL SERVICES											
OTHER CONTRACTUAL SERVICES	01.551.0000.5219	0	1,750	0	0	0	0	0	0	27,500	
PARKS MAINTENANCE	01.551.0000.5247	5,728	12,201	9,900	9,900	3,529	9,900	10,197	10,600	10,600	
Sub-total		5,728	13,951	9,900	9,900	3,529	9,900	10,197	10,600	38,100	284.8%
SUPPLIES											
UNIFORMS	01.551.0000.5326	250	250	250	250	0	250	250	250	250	
Sub-total		250	250	250	250	0	250	250	250	250	0.0%
SERVICES AND CHARGES											
OFFICIAL NOTICES/ADVERTISING	01.551.0000.5421	62	282								
ALLOCATED INSURANCE COST	01.551.0000.5428	2,735	3,500	2,800	2,800	1,400	3,600	2,800	3,700	3,700	
MILEAGE	01.551.0000.5432								500	500	
FACILITY CHARGES											
WATER	01.551.0000.5551	520	471	600	600	69	600	624	600	600	
ELECTRICITY	01.551.0000.5552	4,369	5,145	6,000	6,000	2,857	6,000	6,240	6,300	6,300	
SEWER	01.551.0000.5553	182	181	200	200	25	200	208	220	200	
NATURAL GAS	01.551.0000.5554	2,282	1,925	4,700	4,700	1,523	4,700	4,888	4,950	4,950	
Sub-total		7,353	7,722	11,500	11,500	4,474	11,500	11,960	12,070	12,050	
SUB TOTAL NON PERSONAL SERVICES		16,128	25,705	24,450	24,450	9,403	25,250	25,207	27,120	54,600	123.3%
TOTAL GENERAL FUND		101,445	125,785	116,669	116,669	62,415	119,867	121,900	201,924	172,668	48.0%
CAPITAL OUTLAY FUND											
MOTORIZED EQUIPMENT	41.551.0000.5811	0	12,000	0	0	0	0	0	0	0	
LANDSCAPING	41.551.0000.5821	0	4,025	3,500	3,500	0	3,500	3,500	5,000	5,000	
PARK IMPROVEMENTS	41.551.0000.5832	4,601	1,300	4,000	4,000	0	4,000	4,000	4,000	4,000	
PARK EQUIPMENT & SUPPLIES	41.551.0000.5835	7,788	7,081	5,000	5,000	240	5,000	5,000	6,000	6,000	
TOTAL CAPITAL OUTLAY FUND		12,389	24,406	12,500	12,500	240	12,500	12,500	15,000	15,000	20.0%
GRAND TOTAL PARKS		113,834	150,191	129,169	129,169	62,655	132,367	134,400	216,924	187,668	45.3%
Less Program Revenue:											
PARK PERMITS	01.0000.4287	-4,709	-4,193	-6,500	-6,500	-6,143	-6,500	-6,500	-6,500	-6,500	
Net Parks Related Costs		109,125	145,998	122,669	122,669	56,512	125,867	127,900	210,424	181,168	
TOTAL CULTURE AND RECREATION											
General Fund		\$152,796	\$185,418	\$201,520	\$201,520	\$69,940	\$203,254	\$208,568	\$290,472	\$261,274	29.7%
Capital Outlay Fund		\$12,389	\$24,406	\$12,500	\$12,500	\$240	\$12,500	\$12,500	\$15,000	\$15,000	20.0%

2008 PARKS DEPARTMENT BUDGET REQUEST
CITY OF FRANKLIN
August, 2007

Organization:

The operations of the Parks Department is directed by the Public Works Superintendent. There is presently one full time and 2 seasonal employee's budgeted through Parks. Although at times there may be as many as 6 full time city personnel working to complete parks projects.

City of Franklin park maintenance is presently a part of the Highway Department. Budgeting and expense accounts are separated in an effort to identify operational expenditures. Combined department structure between the Highway and Parks makes both departments more efficient and by far more cost effective.

City of Franklin Parks consist of 170+ acres of land, 7 miles of bike and hiking trails and 14 recreational facilities. Within the parks are park shelters, play structures, ball diamonds, tennis courts, walking trails, volleyball courts and soccer fields.

Staff Responsibilities (budgeted employees):

Maintain City owned parks, neighborhood tot lots and bike trails. Playground equipment is inspected and repaired, lawns are mowed, walking trails are graded, garbage is collected, dog waste stations are emptied weekly and fall protection material is leveled to create a safe play area.

Ken Windl Park and Lions Legend Park and Lions Legend Park II picnic / pavilion areas are cleaned and maintained for reserved picnics and the general public. Maintenance is ongoing in the pavilions and the areas around them. They must be properly cleaned and maintained to an acceptable level.

In 2005 a major park development improvement program was initiated by the Common Council. 2005 development consisted of 2 tennis courts, volleyball, soccer field, large play structure and a ball diamond at Lions Legend Park. Jack Workman Park included a basketball court, tennis court, volleyball, baseball diamond, an asphalt walking trail and a landscape berm along the abutting properties to the east-southeast. Ernie Lake was dredged and an asphalt walking trail was installed. The building at Ken Windl Park was remodeled with new rest rooms and an open space area for gatherings of up to 50 people.

Again in 2006 and 2007 improvements and development continue. A second park pavilion was constructed at Lions Legend Park. Presently projects at Christine Rathke Park, Friendship Park, Franklin Woods and Ken Windl Park are in progress. Christine Rathke Park: parking area is being doubled in size, the ball diamond relocated with a new back stop and infield, an asphalt walkway installed around the perimeter of the park and landscaping. Friendship Park: baseball diamond upgrades, basketball court upgrades, asphalt walking path installation, 2 shade kiosks installed. Franklin Woods: upgrade to open air pavilion, asphalt walking path installation, parking lot expansion and landscaping. Ken Windl Park: 2 tennis courts installed. Funds are also requested in the 2008 Capital Improvements Budget for more park development and parkland acquisition.

With all of the on-going development and planned development the future is in question: How are we to properly maintain our City Parks without an increase in personnel and maintenance funds?

In early 2007 there were numerous requests from City residents to clear the snow from the asphalt walking paths throughout the City. The Park Commission reviewed this issue. City staff has been clearing the snow on the walkways as the city sidewalks are cleared and there has been a very positive response from residents. With the improvements completed in the city parks in 2007 there is now over 2.7 miles of walkway to clear.

I. PERSONAL SERVICES

1. Salaries – Full Time – 01.551.0000.5111 - \$97,506.00

2007 Budget	=	\$46,649.00
Expenditures as of 6/30/07	=	\$28,593.00
Estimated Expenditures	=	\$46,469.00
Requested 2008 budget	=	\$97,506.00

One full time employee.

Please Note: An additional employee was requested in the 2008 Highway / Park Department Personal Budget Request. The Park Commission reviewed the 2008 budget request and unanimously recommended requesting additional personnel.

2. Salaries – Temporary – 01.551.0000.5115 - \$18,000.00

2007 Budget	=	\$15,750.00
Expenditures as of 6/30/07	=	\$ 4,390.00
Estimated Expenditures	=	\$15,750.00
Requested 2008 budget	=	\$18,000.00

With the addition of a third rental park pavilion in 2007, and with numerous park improvements / developments, staff is requesting additional funds to hire seasonal employees for park maintenance.

Staff has also noted an increase in group picnics without permits in which they do no clean-up, leaving the grounds a mess. Picnic areas also need to be patrolled during events to insure park users are following rules and regulations.

For reasons stated staff is requesting to increase this account for additional park hours to oversee park events and maintain picnic areas.

3. Salaries - Over Time - 01.551.0000.5117 - \$1,000.00

2007 Budget	=	\$ 0.00
Expenditures as of 6/30/07	=	\$ 242.00
Estimated Expenditures	=	\$ 800.00
Requested 2008 budget	=	\$ 1,000.00

Funds are required to pay full time employees who are called in for emergency situations to repair park facilities. Funds are also required for seasonal employees who work in excess of 40 hours per week to lock, unlock and clean the park pavilions.

4. Longevity – 01.551.0000.5133 - \$180.00
5. FICA – 01.551.0000.5151 - \$8,559.00
6. Retirement – 01.551.0000.5152 - \$7,800.00
7. Health Insurance – 01.551.0000.5154 - \$43,236.00
8. Life Insurance – 01.551.0000.5155 - \$416.00
9. Workers Compensation Ins – 01.551.0000.5156 - \$2,909.00

II. CONTRACTUAL SERVICES

1. Park Maintenance – 01.551.0000.5247 - \$10,600.00

2007 Budget	=	\$ 9,900.00
Expenditures as of 6/30/07	=	\$ 3,903.00
Estimated Expenditures	=	\$ 9,900.00
Requested 2008 budget	=	\$10,600.00

This account supplies funds for basically all cleaning supplies, building maintenance supplies, outdoor maintenance supplies and repair parts necessary to properly maintain the City Parks:

1. cleaning supplies
2. repair parts for playground equipment
3. paint remover
4. painting supplies
5. limestone
6. rest room supplies
7. garbage bags
8. park shelter maintenance
9. plumbing supplies
10. tennis court maintenance

With additional park development in 2006 and 2007, and a second park pavilion at Lions Legend Park, more maintenance supplies will be required. Staff recommends a 7% increase in this account for 2008.

III. SUPPLIES

1. Uniforms - 01.551.0000.5326 - \$250.00

The Uniform budget account provides the necessary funds to reimburse one employee for work clothing and steel toe shoes purchased as established in the 2003 - 2005 union contract. Steel toe shoes significantly reduce the risk of foot injuries, which helps reduce the cost of workers comp claims. Staff recommends this account remain the same as in 2007, according to the most recent union contract.

IV. SERVICES AND CHARGES

1. Mileage - 01.551.0000.5432 - \$500.00

2007 Budget	=	\$ 0.00
Expenditures as of 6/30/07	=	\$ 0.00
Estimated Expenditures	=	\$ 0.00
Requested 2008 budget	=	\$ 500.00

Franklin Parks are located throughout the City. A part time person working weekends will need a vehicle to maintain each rental park site. Staff is recommending paying mileage to the part time employee for the use of their private vehicle to visit each park site as required.

V. FACILITY CHARGES

1. Water - 01.551.0000.5551 - \$600.00

2007 Budget	=	\$ 600.00
Expenditures as of 6/30/07	=	\$ 260.00
Estimated Expenditures	=	\$ 600.00
Requested 2008 budget	=	\$ 600.00

This account supplies the funds for water usage charges for the two picnic pavilions at Lions Legend Park. In 2007 the second park pavilion at Lions Legend Park was completed and available for lease. This will increase water usage. Staff is recommending no increase in this account for 2007.

2. Electricity - 01.551.0000.5552 - \$6,300.00

2007 Budget	=	\$6,000.00
Expenditures as of 6/30/07	=	\$3,325.00
Estimated Expenditures	=	\$6,000.00
Requested 2008 budget	=	\$6,300.00

This account presently provides funds for electricity at the two park pavilions at Lions Legend Park, one pavilion at Ken Windl Park and one area night light at Friendship Park. Staff recommends a 5% increase to this budget for 2008 due to additional usage and rate increases.

3. Sanitary Sewer - 01.551.0000.5553 - \$220.00

2007 Budget	=	\$ 200.00
Expenditures as of 6/30/07	=	\$ 99.00
Estimated Expenditures	=	\$ 200.00
Requested 2008 budget	=	\$ 220.00

This account provides funds to pay sewer service charges for the two park pavilions at Lions Legend Park and one at Ken Windl Park.

4. Natural Gas - 01.551.0000.5554 - \$4,950.00

2007 Budget	=	\$ 4,700.00
Expenditures as of 6/30/07	=	\$ 1,549.00
Estimated Expenditures	=	\$ 4,700.00
Requested 2008 budget	=	\$ 4,950.00

Natural Gas account provides funds for heating of the Ken Windl Park building. This park site will be available for lease for family gatherings March thru November and is used as a polling site for elections.

Being that this park facility will be frequently occupied, and natural gas rate increases, staff is recommending to increase this account by 5% for 2008.

SOLID WASTE COLLECTION
341

DEPARTMENT: Solid Waste Collection

PROGRAM MANAGER: City Engineer

PROGRAM DESCRIPTION:

The Solid Waste Department provides weekly refuse, bi-weekly recycling, and 3 times a year leaf and brush collection to all single-family, two-family, and condominium ownership multi-family units. The collection service is outsourced to a private contractor. Bids have been received for the years 2007, 2008 and 2009 with Veolia as low bidder. The calculation for this budget is based on the low bid from Veolia. In addition, the City provides a recycling center adjacent to the Public Works Garage that is manned by Highway Division personnel and is open during normal work hours and 7 hours on Saturday. The overtime and contracted pickup fees for the drop off site is included in this budget. The efficiency of the recycling program, which was instituted in 1995, continues to be maintained at over the 25 percent level.

SERVICES:

- Weekly curbside pickup of rubbish.
- Bi-weekly curbside pickup of commingled recyclables.
- Three times yearly curbside pickup of brush.
- Drop-off site for mixed recyclables maintained at Public Works Garage.

STAFFING:

In addition to the contracted service, overtime hours equivalent to 0.35 Highway Division personnel (two people for nine months and one person for three months) are budgeted for weekend operation of the drop off site.

ACTIVITY MEASURES:

Activity	2003	2004	2005	2006	2007*	2008*
Total non-recyclable refuse collected (tons)	5,722	8,372	8,296	8,368	8,400	8,500
Recyclables collected (tons)	2,617	3,097	3,132	3,108	3,100	3,150
Yard waste (tons)	277	246	193	208	210	220

*Forecast

BUDGET SUMMARY:

Budget has increased due to refuse contract increases and an increase in refuse collection that is assessed based on number of dwellings.

CITY OF FRANKLIN 2008 BUDGET		2005 Actual	2006 Actual	2007 Adopted	2007 Amended	2007 YTD 6/30/2007	2007 Estimate	2008 Forecast A	2008 Dept/Request	2008 Recommend	Percent Change
SOLID WASTE COLLECTION											
PERSONAL SERVICES - RECYCLING											
SALARIES -FT	01.341.0000.5111	1,471	2,271	1,000	1,000	219	1,000	1,000	1,000	1,000	
SALARIES -TEMP	01.341.0000.5115	0	0	0	0	0	0	0	0	0	
SALARIES-OT	01.341.0000.5117	20,418	20,721	21,100	21,100	8,001	19,182	21,100	21,100	21,100	
LONGEVITY	01.341.0000.5133	31	44	0	0	15	0	0	0	0	
FICA	01.341.0000.5151	1,637	1,709	1,691	1,691	614	1,544	1,691	1,691	1,691	
RETIREMENT	01.341.0000.5152	2,862	5,894	1,768	1,768	1,357	1,615	1,768	1,768	1,768	
GROUP HEALTH & DENTAL	01.341.0000.5154	4,259	5,967	6,328	6,328	2,362	5,691	6,846	6,927	6,950	
LIFE INSURANCE	01.341.0000.5155	0	0	93	93	0	82	92	92	92	
WORKERS COMPENSATION INS	01.341.0000.5156	412	321	566	566	145	516	566	717	797	
Sub-total		31,090	36,927	32,546	32,546	12,713	29,630	33,063	33,295	33,398	2.6%
CONTRACTUAL SERVICES											
REFUSE COLLECTION	01.341.0000.5283	479,311	515,938	561,250	561,250	277,454	560,340	578,088	588,100	588,100	
RECYCLING COLLECTION	01.341.0000.5284	232,200	250,159	271,350	271,350	134,694	268,980	279,491	278,100	284,100	
LEAF & BRUSH PICKUPS	01.341.0000.5285	46,478	50,045	54,600	54,600	17,928	54,480	56,238	57,100	57,100	
TIPPAGE FEE COSTS	01.341.0000.5286	292,899	347,750	343,000	343,000	132,945	331,868	353,290	338,500	338,500	
MISCELLANEOUS WASTE COSTS	01.341.0000.5287	1,020	960	2,450	2,450	551	2,450	2,524	8,440	1,440	
Sub-total		1,051,908	1,164,852	1,232,650	1,232,650	563,572	1,218,118	1,269,631	1,270,240	1,269,240	3.0%
SUPPLIES											
OPERATING SUPPLIES - OTHER	01.341.0000.5329	4,360	4,170	4,200	4,200	0	4,200	4,200	4,500	4,500	
OFFICIAL NOTICES/ADVERTISING	01.341.0000.5421	0	346	0	0	0	0	0	0	0	
Sub-total		4,360	4,516	4,200	4,200	0	4,200	4,200	4,500	4,500	7.1%
SUB TOTAL NON PERSONAL SERVICES		1,056,268	1,169,368	1,236,850	1,236,850	563,572	1,222,318	1,273,831	1,274,740	1,273,740	3.0%
GRAND TOTAL SOLID WASTE COLLECTION		1,087,368	1,206,295	1,269,396	1,269,396	576,285	1,251,948	1,306,894	1,308,035	1,307,138	3.0%
Less Program Revenue:											
RECYCLING GRANTS	01.0000.4146	-77,363	-77,344	-77,000	-77,000	-77,262	-77,000	-77,000	-77,000	-77,000	
LANDFILL OPERATIONS-TIPPAGE	01.0000.4495	-127,732	-325,782	-343,000	-343,000	-132,894	-343,000	-360,000	-338,500	-338,500	
SALE OF RECYCLING BINS	01.0000.4759	-1,391	-1,722	-1,000	-1,000	-939	-1,500	-1,000	-1,500	-1,500	
SALE OF RECYCLABLES	01.0000.4761	-7,405	-7,579	-700	-700	-3,021	-3,000	-700	-1,200	-1,200	
Net Solid Waste Related Costs		873,467	793,868	847,696	847,696	362,169	827,448	868,194	889,835	888,938	

**CITY OF FRANKLIN
ENGINEERING DEPARTMENT
AUGUST 2007**

2008 SOLID WASTE COLLECTION BUDGET REQUEST

I. SALARIES

A. Salaries – Overtime – 01.341.0000.5117 – 21,100.00

2007 Budget	= \$21,100.00
Expenditures as of 6/30/07	= \$ 8,001.00
Estimated Expenditures	= \$21,100.00
Requested 2008 Budget	= \$21,100.00

The salaries and wages – Overtime account provides the necessary funds to pay the overtime wages to employees to operate the recycling center on Saturdays. This account is based on 2006 level salaries and a seven hour operation every Saturday for two (2) persons for 9 months and (1) person for 3 months calculations.

Calculations have been provided by the Finance Department.

II. REFUSE COLLECTION CALCULATIONS

This portion of the budget provides for the collection and disposal of refuse, recyclables and leaf and brush materials. The refuse is collected on a weekly basis, recyclables every other week and leaf and brush three (3) times a year.

The budget for this section is composed of the bid costs for the refuse, recyclables and leaf and brush pickup and the other bid costs such as sharps, tipping of the containers of the recycling center and miscellaneous expenses. Also, a part of this budget is the disposal charges for the refuse collection. This is a separate cost as the contract is required to dispose of the material at the Metro Landfill operated by Waste Management regarding the disposal tipping fees to the City and the City pays these costs to the contractor; therefore, the cost of disposal must be added to the bid costs.

The City of Franklin has opened bids for a three year contract beginning January 1, 2007 through December 31, 2009 for the collection of refuse recyclables, brush and leaves. The low bidder is Veolia Waste Services of Muskego. This budget is based on the low bid.

The City will pay Veolia Waste Services for the collections of all these materials and reimburse Veolia Waste Services for the tippage and ground water fees. Currently the tippage and ground water fees are \$34.65 and \$3.80 per ton respectively for a total of \$38.45/ton. The tippage fees may increase in 2008 as this is the information available from the staff of Waste Management.

The projected units use for the 2008 contract are based on a calculation of the reduced number of building permits for both single-family and condominium units.

Staff has estimated that the growth in collections for 2008 will be as follows:

100	Single-family units/year	Note: 225 for 2007
110	Condo units/year	Note: 225 for 2007
0	Two-family units/year	Note: 10 for 2007

The units in use as of July 1, 2007 are as follows:

8504	Single-family units
292	Two-family units
2350	Condo units

The projected number of units to be collected for 2008 are estimated to be as follows:

January 1, 2008 through June 30, 2008

8554	Single-family units (+50)
292	Two-family units (+0)
2405	Condo units (+55)

TOTAL: 11,251

July 1, 2008 through December 31, 2008

8604	Single-family units (+50)
292	Two-family units (+0)
2460	Condo units (+55)

TOTAL: 11,356

The estimated actual collection costs for 2008 are as follows:

A. Rubbish Collection

First 6 months

$(11,251) (\$52.03)/2 = \$292,668.75$

Second 6 months

$(11,356) (\$52.03)/2 = \$295,426.34$

Total: \$588,095.09

Use \$588,100.00

B. Recycling Collection

First 6 months

$(11,251) (\$24.60)/2 = \$138,387.30$

Second 6 months

$(11,356) (\$24.60)/2 = \$139,678.80$

Total: \$278,066.10

Use \$278,100.00

C. Leaf & Brush Collection

First 6 months

$$(1/3)(11,251)(\$5.04) = \$18,901.68$$

Second 6 months

$$(2/3)(11,356)(\$5.04) = \$38,156.16$$

$$\text{Total: } \$57,057.84$$

Use \$ 57,100.00

D. Tipping Charge – Per Waste Management, no increase in fee.
Calculated in III (D)

E. Misc. Charges \$8,440.00

III. RECOMMENDED BUDGET FOR 2008

A. Refuse Collection – 01.341.0000.5283 - \$588,100.00

2007 Budget	= \$561,250.00
Expenditures as of 6/30/07	= \$277,454.00
Estimated Expenditures	= \$560,340.00
Requested 2008 Budget	= \$588,100.00

The refuse collection costs are based on the contract bid unit costs of \$52.03 per unit per year times the estimated average number of units in service during the budget period of 2008. See above calculations. (Please note that miscellaneous costs find their way into this account.)

B. Recycling Collection – 01.341.0000.5284 - \$278,100.00

2007 Budget	= \$271,350.00
Expenditures as of 6/30/07	= \$134,694.00
Estimated Expenditures	= \$268,980.00
Requested 2008 Budget	= \$278,100.00

The recycling collection costs are based on the contract bid unit costs of \$24.60 per unit. See above calculations.

C. Leaf and Brush Collection – 01.341.0000.5285 - \$57,100.00

2007 Budget	= \$ 54,600.00
Expenditures as of 6/30/07	= \$ 17,928.00
Estimated Expenditures	= \$ 54,480.00
Requested 2008 Budget	= \$ 57,100.00

The leaf and brush collection costs are based on the contract bid unit costs of 5.04 per unit per 3 times per year for all one and two family buildings and for all condominium units and are based on collection three times a year in May, November, and December. See above calculations.

D. Tippage Fee Payment – 01.341.0000.5286 = \$338,500.00

2007 Budget	= \$343,000.00
Expenditures as of 6/30/07	= \$132,945.00
Estimated Expenditures	= \$331,867.80
Requested 2008 Budget	= \$338,500.00

The tippage fee is paid to the contractor to pay the actual cost of disposal of the material. The cost is based on the actual cost paid 2006 and 2007 and increased as per the percentage of the increase in collection units which is two (2) percent. No increase in the ground water on tippage fee has been indicated as it is uncertain if the fees will be increased. The tippage fees are offset by the sitting income from Waste Management.

Estimated Tipping Fees For 2007

Actual Fees

June 2006	\$ 32,876.30
July 2006	\$ 27,461.37
Aug. 2006	\$ 24,656.26
Sept. 2006	\$ 27,117.27
Oct. 2006	\$ 27,345.24
Nov. 2006	\$ 29,524.26
Dec. 2006	\$ 26,220.67
Total	\$195,201.37/7 = \$27,885.91/mo.

Projection of Tipping Fees from 2006 to 2007

(Assume a 3% increase in volume)

$$\$27,885.91 \times 1.03 = \$28,722.48/\text{mo.}$$

Jan. 2007	\$ 25,156.66
Feb. 2007	\$ 20,553.80
Mar. 2007	\$ 28,083.02
April 2007	\$ 27,104.05
May 2007	\$ 32,046.63
Total	\$132,944.16/5 = \$26,588.83/mo.

Average Monthly for 2007

$$\frac{28,722.48/\text{mo} + 26,588.83/\text{mo.}}{2} = \$27,655.65/\text{mo.}$$

Increase Tipping Fee Charges by 2% for 2008 to Reflect Growth in Units

$$\$27,655.65 \times 12 \times 1.02 = \$338,505.16$$

Use \$338,500

65.5

E. Miscellaneous Costs – 01.341.0000.5287 = \$ 8,440.00

2007 Budget	= \$ 7,360.00
Expenditures as of 6/30/07	= \$ 400.00
Estimated Expenditures	= \$ 7,360.00
Requested 2008 Budget	= \$ 8,440.00

- a. Cost to tip the containers at the Public Works Garage:
60 tips/year x \$100.00 = \$ 6,000.00 *70 5284*
- b. Cost to pick up the sharps at the Health Department:
16 pick-ups/year x \$90.00 = \$ 1,440.00
- c. Miscellaneous Expense = \$ 1,000.00
\$ 8,440.00

F. Unit Cost of Collection and Disposal

Average 2008 unit cost per unit for collection and disposal:

$\$1,270,240.00 / 11,303 = \$112.43/\text{unit}$
(Note: The average cost for 2007 was \$109.50/unit)

G. Supplies Recycling Tubs – 01.341.0000.5329 = \$ 4,500.00

2007 Budget	= \$ 4,200.00
Expenditures as of 6/30/07	= \$ 0
Estimated Expenditures	= \$ 4,200.00
Requested 2008 Budget	= \$ 4,500.00

It will be necessary to purchase additional tubs for new residents added during the year, for existing residents that wish to purchase and additional tub and for tub replacement when residents damage or lose their tubs. It is estimated that 600 tubs will be necessary during 2008 at an estimated cost of \$7.50 per tub.

600 Tubs @ \$7.50 = \$ 4,500.00

STREET LIGHTING

351

DEPARTMENT: Street Lighting

PROGRAM MANAGER: City Engineer

PROGRAM DESCRIPTION:

The Street Lighting division provides street lighting at nearly all intersections within the City and also provides a high level of street lighting in the following areas: W. Rawson Ave. from Hawthorne Ln. to S. 27th St., S. 27th St. from W. College Ave. to W. Rawson Ave., S. 76th St. from Loomis Rd. to Terrace Dr., S. 60th St. from W. Ryan Rd. to W. Franklin Dr., W. Oakwood Rd. from S. 27th St. to S. 34th St., W. Wheaton Way west of S. 27th St. and the Franklin Business Park. During the 2007 construction season, street lights were installed on W. Ryan Road from S. 27th Street to the Root River, on W. Oakwood Road from S. 27th Street to west of S. 34th Street and on W. Wheaton Way west of S. 27th Street. The new street lights will be under warranty for most of 2008. The intersectional street lights were installed and are leased from the Wisconsin Electric Power Company (WE Energies Company).

SERVICES:

- Maintains City owned streetlights.
- Manages contract with WEPCO for leased streetlights.
- Plans and orders additional street lights for new development.

STAFFING:

None (Maintenance staff is provided by Highway Department and management by the Engineering Department)

ACTIVITY MEASURES:

Activity	2003	2004	2005	2006	2007*	2008*
Intersectional street lights	828	875	871	887	897	906
27 th & 76 th /Rawson street lights	321	321	321	321	450	647
Business Park lights & S. 60 th St.	274	274	274	226	226	226

* Forecast

BUDGET SUMMARY:

Note: The total number of fixtures that were in service for 2007 is 450 with 197 fixtures added in late 2007. The cost of utilities and maintenance should be increased by fixture count by $197/450 = 44\%$.

Tuckaway Shores Lighting. Contracted cost with Tuckaway Shores for street lighting.

Fixed Charges

Street Lighting Rental. Costs of rental from WE Energies Company are based on three (3) percent increases in electrical costs of facilities charges.

CITY OWNED STREET LIGHTS (Not including Business Park)

Street	Range	Number of Poles	Number of Lights	Comments
S. 76 th Street	W. Terrace Dr. to W. Loomis Rd.	20	38	Active
W. Rawson Ave.	W. Hawthorne Lane to S. 27 th St.	181	330	Active
S. 27 th Street	W. College Ave. to W. Rawson Ave.	30	59	Active (Note: Oak Creek pays ½ cost)
S. 60 th Street	W. Ryan Rd. to W. Franklin Dr.	23	23	Active
W. Oakwood Rd.	S. 27 th St. to west of S. 34 th St.	20	36	Assume to be active for 2008
W. Ryan Road	S. 27 th St. to the Root River	79	151	Assume to be active for 2008
W. Wheaton Way	S. 27 th Street to the west	10	10	Assume to be active for 2008
		362	647	

CITY OF FRANKLIN 2008 BUDGET		2005 Actual	2006 Actual	2007 Adopted	2007 Amended	2007 YTD 6/30/2007	2007 Estimate	2008 Forecast A	2008 Dept/Request	2008 Recommend	Percent Change
STREET LIGHTING											
CONTRACTUAL SERVICES											
STREET LIGHT MAINTENANCE	01.351.0000.5246	20,583	19,343	20,600	20,600	1,400	20,600	21,218	20,600	20,600	0.0%
SERVICES AND CHARGES											
ALLOCATED INSURANCE COST	01.351.0000.5428	3,839	3,000	3,300	3,300	1,650	3,100	3,300	3,100	3,100	
FACILITY CHARGES											
ELECTRICITY	01.351.0000.5552	27,564	29,938	28,500	28,500	13,052	29,500	29,640	43,750	43,700	
STREET LIGHT RENTAL	01.351.0000.5537	170,373	180,836	190,000	190,000	76,112	183,500	197,600	190,000	190,000	
BUSINESS PARK UTILITIES	01.351.0000.5539	16,837	18,978	19,000	19,000	8,257	19,000	19,760	19,500	19,500	
TUCKAWAY SHORES STREET LIGHTING	01.351.0000.5540	0	2,400	1,200	1,200	0	1,200	1,248	1,200	1,200	
Sub-total		214,774	232,152	238,700	238,700	97,421	233,200	248,248	254,450	254,400	6.6%
TOTAL GENERAL FUND		239,196	254,495	262,600	262,600	100,471	256,900	272,766	278,150	278,100	5.9%
CAPITAL OUTLAY FUND											
OTHER CAPITAL EQUIPMENT	41.351.0000.5819	0	6,041	0	0	0	0	0	0	0	
TOTAL CAPITAL OUTLAY FUND		0	6,041	0	0	0	0	0	0	0	
GRAND TOTAL STREET LIGHTING		235,357	257,536	259,300	259,300	98,821	253,800	269,466	275,050	275,000	6.1%
Less Program Revenue:											
STREET LIGHTING	01.0000.4471	-7,645	-3,096	-3,000	-3,000	0	-3,000	-3,000	-3,000	-3,000	
Net Street Lighting Related Costs		227,712	254,440	256,300	256,300	98,821	250,800	266,466	272,050	272,000	

CITY OF FRANKLIN
ENGINEERING DEPARTMENT
AUGUST 2007

2008 STREET LIGHTING BUDGET REQUEST

A. FIXED CHARGES

1. **Street light Rental from WE Energies – 01.351.0000.5537 – \$190,000.00**

2007 Budget	= \$190,000.00
Expenditures as of 7/31/07	= \$ 91,141.09
Estimated Expenditures	= \$183,500.00
Requested 2008 Budget	= \$190,000.00

The Street Lighting Rental Budget Account provides the necessary funds to rent of lease street lights from WE Energies (WE). All the city street lights are under contract with WE except for the street lights within the area of S. 76th St., W. Rawson Ave., the new Franklin Business Park, S. 60th Street and the street lights for S. 27th St. Also, the new street lights being installed on W. Ryan Road, W. Oakwood Road and W. Wheaton Way are not included in the rental fees.

The following is an estimate of the 2007 actual expenditures with the street lights presently in service as of July 18, 2007, and leased from WE Energies:

No. of Lights	Lamp Wattage	Type	Price per Mo.	Number of Mos.	Yearly Cost
585	100	S.V.Orn	\$18.20	12	\$ 127,764.00
79	150	S.V.Orn	\$19.52	12	\$ 18,504.96
7	200	S.V.Orn	\$21.06	12	\$ 1,759.04
81	100	S.V.	\$10.90	12	\$ 10,594.80
4	250	S.V.	\$16.94	12	\$ 813.12
30	150	S.V.	\$12.43	12	\$ 4,474.80
107	200	S.V.	\$15.04	12	\$ 19,311.36
				Total	\$ 183,232.08

The following street lights are on order and should be installed by WE Energies Co. on or before December 31, 2007. Average 2007 use is estimated to be two months.

Subdivision	No. of Lights	Price Per Mo.	Number of Mos.	Yearly Cost
Cardinal Heights	3	\$18.20	2	\$ 109.20
River Park #2	1	\$18.20	2	\$ 36.40
Total	4	-	-	\$ 145.60

The estimated cost for 2007 is as follows:

Lights presently being billed (Average) (\$183,232.08 + \$145.60)

Total: \$183,377.68

Use **\$183,500.00**

The estimated budget for 2008 street light rental is based on a 3% increase in electric costs.

It is anticipated that the following subdivisions will receive streetlights during 2008 and the estimated usage is for six months:

Subdivision	No. of Lights	Price Per Mo.	Number of Mos.	Yearly Cost
Carleton Creek	3	\$18.20	6	\$ 327.60
Mission Creek	1	\$18.20	6	\$ 109.20
Whispering Woods	2	\$18.20	6	\$ 218.40
Wyndham Village	3	\$18.20	6	\$ 327.60
Total	9			\$ 982.80

The total estimated street lighting cost for 2008 with a 3% increase in cost is as follows:

Street lights in place as of July 15, 2007	=	\$183,377.68 x 1.03	=	\$188,879.01
Street lights to be added after July 15, 2007	=	\$ 145.60 x 1.03	=	\$ 149.97
Street lights to be added during 2008	=	\$ 982.80 x 1.03	=	\$ 1,012.28
		Total		\$190,041.26

Use **\$190,000.00**

B. CONTRACTUAL SERVICES:

1. Street Light Maintenance – 01.351.0000.5246 - \$20,600.00

2007 Budget	= \$ 20,600.00
Expenditures as of 6/30/07	= \$ 1,477.00
Estimated Expenditures	= \$ 20,600.00
Requested 2008 Budget	= \$ 20,600.00

This budget provides for the supplies and maintenance of all the City owned street lights except for the Business Park. The street lights are located on the following streets (a) S. 76th St., (b) W. Rawson Ave., (c) S. 27th Street, (d) S. 60th Street, (e) W. Ryan Road, (f) W. Oakwood Road and (g) W. Wheaton Way. The street lighting in items e, f and g will be new lighting for 2008. As per the table in the Budget Summary, there will be a 44% increase in street lighting. It is recommended that this budget remain the same for 2008 as the new street lights will still be under warranty. In 2009, this budget should be increased to reflect the maintenance for the new street lights.

C. SERVICES AND CHARGES

1. Electricity – 01.351.0000.5552 - \$43,750.00

2007 Budget	= \$ 28,000.00
Expenditures as of 6/30/07	= \$ 14,726.76
Estimated Expenditures	= \$ 29,500.00
Requested 2008 Budget	= \$ 43,750.00

This budget account provides the funds to pay the utility bills for electricity for the City owned street lights (see table in Budget Summary) except for the street lights in the Business Park. The number of street lights will increase from 450 fixtures to 647 fixtures for 2008. This is a 44% increase. Also, a 3% increase in electric costs should be included raising the unused estimated for 2007 from \$29,500 to $[29,500 \times 1.44 \times 1.03 = 43,754.40]$ – use 43,750.00.

2. Business Park Utilities – 01.351.0000.5539 - \$19,570.00

2007 Budget	= \$ 19,000.00
Expenditures as of 6/30/07	= \$ 9,179.01
Estimated Expenditures	= \$ 19,000.00
Requested 2008 Budget	= \$ 19,500.00

The number of street lights in the Business Park has remained at the same level for 2007 and is anticipated to remain at the same level for 2008. It is recommended that the budget be increased by 3% for 2008 to reflect the increase in cost of energy.

The Business Park has 178 poles with 226 fixtures. Note: this is a new count.

3. **Tuckaway Shores street light agreement – 01.351.0000.5540 - \$1,200.00**

2007 Budget	= \$ 1,200.00
Expenditures as of 6/30/07	= \$ 0.00
Estimated Expenditures	= \$ 1,200.00
Requested 2008 Budget	= \$ 1,200.00

This budget provides for the funds to pay Tuckaway Shores for street lighting per contract. This contract is a fixed charge of \$1,200.00 per year.

JMB/sg

Budget/2008 Street lighting Budget Request

67.5

WEED CONTROL
361

DEPARTMENT: Weed Control

PROGRAM MANAGERS: Director of Clerk Services & Weed Commissioner

PROGRAM DESCRIPTION:

City ordinance and state statutes prohibit the growing of noxious weeds beyond certain heights. The weed commissioner is responsible for inspecting and responding to weed ordinance complaints. If weeds are not cut, the weed cutter is used to remove the vegetation and the property owner is charged for the cost of the weed cutting.

STAFFING:

Actual cutting is contracted service.

ACTIVITY MEASURES:

Activity	2003	2004	2005	2006	2007*	2008*
Weed notifications	208	125	114	234	250	250
Weed cutting invoices	64	58	52	77	80	80

* Forecast

CITY OF FRANKLIN 2008 BUDGET		2005 Actual	2006 Actual	2007 Adopted	2007 Amended	2007 YTD 6/30/2007	2007 Estimate	2008 Forecast A	2008 Dept/Request	2008 Recommend	Percent Change
WEED CONTROL											
CONTRACTUAL SERVICES											
WEED CUTTING	01.361.0000.5237	8,500	14,662	25,000	25,000	2,179	25,000	25,750	25,750	25,000	
Sub-total		8,500	14,662	25,000	25,000	2,179	25,000	25,750	25,750	25,000	0.0%
SERVICES & CHARGES											
PUBLICATIONS	01.361.0000.5421	43	0	100	100	0	100	100	0	100	
Sub-total		43	0	100	100	0	100	100	0	100	
GRAND TOTAL WEED CONTROL		8,543	14,662	25,100	25,100	2,179	25,100	25,850	25,750	25,100	0.0%
Less Program Revenue:											
WEED CONTROL	01.0000.4470	-9,714	-15,132	-25,100	-25,100	-2,151	-25,100	-25,100	-25,100	-25,100	
Net Weed Control Related Costs		-1,171	-470	0	0	28	0	750	650	0	

TOTAL PUBLIC WORKS											
General Fund		\$3,746,773	\$4,039,438	\$4,218,372	\$4,218,372	\$1,886,207	\$4,199,064	\$4,394,398	\$4,460,723	\$4,452,196	5.5%
Capital Outlay Fund		\$46,018	\$48,998	\$74,325	\$82,325	\$16,307	\$82,325	\$74,000	\$78,650	\$70,650	-4.9%
Equipment Revolving Fund		\$145,911	\$136,907	\$115,000	\$397,500	\$206,728	\$397,500	\$673,785	\$589,000	\$589,000	

PUBLIC HEALTH 411

DEPARTMENT: Health

PROGRAM MANAGER: Director of Health and Human Services

PROGRAM DESCRIPTION:

The mission of the Franklin Health Department is as follows: the Health Department shall protect and promote health and prevent disease and injury. Public health services are population-based which focus on improving the health status of the entire community. These services are provided in clinics, homes, schools, and businesses.

The Franklin Public Health Department shall provide 3 core public health functions to accomplish this mission: to assess the community's health status, to develop health policy, and to assure that necessary services are available.

Assessment means the regular collection, analysis, and sharing of information about health conditions, risks, and resources in a community. The assessment function is needed to identify trends in illness, injury, and death, and the factors that may cause these events. It is needed to identify available health resources and their application, unmet needs, and community perceptions about health issues. Assessment results are then shared with the community, policy makers, and the health care community for the purpose of developing resources and health policies to solve community health issues.

Policy development includes consideration of political, organizational, and community values. Good public policy development includes information sharing, citizen participation, compromise, and consensus building. The process nurtures shared ownership of the policy decisions. Policy makers review the recommendations and decide what will be done.

Assurance means making sure that needed health services and functions are available. Assurance focuses on maintaining the capacity of public health agencies to manage day-to-day operations and provide the core public health functions. The assurance function requires monitoring the quality of health services provided in both public and private sectors. While it is the responsibility of government health agencies to assure that necessary health resources are available, the actual provision of health services can come from a variety of sources.

SERVICES:

- Immunization clinics for citizens, schools, and City businesses.
- Health and wellness screening, including blood pressure, head lice, and tuberculosis.
- Health education programs for community and schools.
- Home visits, particularly for investigation and surveillance of communicable disease.
- Restaurant and food seller inspections.
- Tobacco seller compliance checks.
- School health screenings.

STAFFING:

Authorized Positions (FTE)	2003	2004	2005	2006	2007	2008
Health Services Administrator	1.00	1.00	1.00	1.00	1.00	1.00
Public Health Nurse	3.70	3.70	3.95	3.95	3.95	3.95
Secretary	1.00	1.00	1.00	1.00	1.00	1.00
Clinic Nurse	.30	.30	.20	.20	.20	.20
Sanitarian (Food Inspection)	.35	.35	.35	.35	.48	.48
Total	6.35	6.35	6.50	6.50	6.63	6.63

ACTIVITY MEASURES:

Activity	2003	2004	2005	2006	2007*	2008*
Home Visits	660	946	1,440	1,602	1,500	1,500
Immunization Clinic Visits	3,088	2,550	3,140	3,004	3,250	3,250
Sanitarian Inspections	483	454	420	393	450	450
Education Programs	14	33	58	34	50	50
Community Education	26	53	37	43	40	40
School Screenings						
Hearing	978	1,095	900	890	900	900
Vision	1,277	1,371	1,194	1,138	1,200	1,200
Student Health Services	1,301	525	-	-	-	-
Adult Blood Pressure Checks	702	754	660	700	700	700

* Forecast

BUDGET SUMMARY:

The Franklin Health Department provides a defense against communicable diseases and epidemics through home visits, immunization clinics, sanitarian inspections and community education programs to maintain and improve public health. In 2005 during the mandated 5-year review, the Franklin Health Department successfully demonstrated its adherence to all applicable Wisconsin Public Health law. In 2006, the health department responded to a regional Mumps epidemic; maintained a comprehensive West Nile Virus program, and initiated Influenza Pandemic Preparedness activities. In 2007, while maintaining all previous programs and services the health department has increased home visit contacts by 11% from 2006 and increased recommended immunization services to infants (influenza vaccine) and adolescents (MCV, HPV, Tdap).

CITY OF FRANKLIN 2008 BUDGET		2005 Actual	2006 Actual	2007 Adopted	2007 Amended	2007 YTD 6/30/2007	2007 Estimate	2008 Forecast A	2008 Dept/Request	2008 Recommend	Percent Change
PUBLIC HEALTH											
PERSONAL SERVICES											
SALARIES-FT	01.411.0000.5111	172,736	225,278	229,068	229,068	116,525	228,036	239,088	245,468	231,359	
SALARIES-PT	01.411.0000.5113	56,556	59,637	76,754	76,754	25,757	55,953	82,455	96,293	80,122	
SALARIES-OT	01.411.0000.5117	8,219	12,139	5,000	5,000	6,106	11,000	5,000	5,000	8,000	
COMPTIME TAKEN	01.411.0000.5118	1,856	2,102	1,030	1,030	1,541	3,500	1,060	3,000	3,000	
LONGEVITY	01.411.0000.5133	420	360	420	420	210	465	540	540	540	
HOLIDAY PAY	01.411.0000.5134	16,111	13,397	15,137	15,137	8,470	15,318	16,174	16,174	15,777	
VACATION PAY	01.411.0000.5135	13,510	14,370	16,611	16,611	6,142	18,521	19,565	19,565	19,077	
FICA	01.411.0000.5151	19,890	24,437	26,318	26,318	12,310	25,459	27,837	29,532	27,377	
RETIREMENT	01.411.0000.5152	23,110	26,160	28,986	28,986	14,977	27,497	30,961	31,793	30,514	
RETIREE GROUP HEALTH	01.411.0000.5153	0	0	0	0	0	0	0	0	0	
GROUP HEALTH & DENTAL	01.411.0000.5154	42,480	63,604	74,760	74,760	35,128	72,280	84,360	85,008	84,360	
LIFE INSURANCE	01.411.0000.5155	1,158	1,310	1,757	1,757	732	1,514	1,901	1,897	1,868	
WORKERS COMPENSATION INS	01.411.0000.5156	6,840	7,142	7,974	7,974	3,761	7,617	8,450	11,020	11,623	
Sub-total		362,886	449,936	483,815	483,815	231,659	467,160	517,391	545,290	513,617	6.2%
Percent of Department Total		86.3%	89.9%	88.9%	88.9%	94.0%	86.4%	89.4%	85.8%	85.0%	
CONTRACTUAL SERVICES											
MEDICAL SERVICES	01.411.0000.5211	2,400	2,400	2,400	2,400	1,400	2,400	2,472	2,400	2,400	
EQUIPMENT MAINTENANCE	01.411.0000.5242	932	320	1,200	1,200	320	1,200	1,236	1,200	1,200	
SOFTWARE MAINTENANCE	01.411.0000.5257	1,458	1,604	1,700	1,700	0	1,700	1,751	1,800	1,800	
SUNDRY CONTRACTORS	01.411.0000.5299	400	888	800	800	3,798	14,000	824	29,000	29,000	
Sub-total		5,190	5,212	6,100	6,100	5,518	19,300	6,283	34,400	34,400	463.9%
SUPPLIES											
OFFICE SUPPLIES	01.411.0000.5312	1,538	1,928	2,000	2,000	1,382	2,000	2,000	2,500	2,500	
PRINTING	01.411.0000.5313	1,401	1,889	1,800	1,800	1,409	1,800	1,800	2,500	2,500	
TOBACCO INTERVENTIONS	01.411.0000.5321	2,632	2,718	2,750	2,750	1,994	2,750	2,750	2,750	2,750	
MEDICAL SUPPLIES	01.411.0000.5322	40,440	33,141	40,000	40,000	1,787	40,000	40,000	40,000	40,000	
EDUCATION SUPPLIES	01.411.0000.5328	1,202	1,471	1,400	1,400	440	1,400	1,400	1,400	1,400	
OPERATING SUPP-OTHER-West Nile	01.411.0000.5329	409	0	1,350	1,350	0	1,350	1,350	1,350	1,350	
FUEL	01.411.0000.5331	184	10	450	450	313	450	450	1,100	1,100	
VEHICLE SUPPORT	01.411.0000.5332	131	0	100	100	50	100	100	100	100	
Sub-total		47,937	41,157	49,850	49,850	7,375	49,850	49,850	51,700	51,700	3.7%
SERVICES AND CHARGES											
SUBSCRIPTIONS	01.411.0000.5422	37	37	50	50	35	50	50	50	50	
MEMBERSHIPS	01.411.0000.5424	732	752	1,050	1,050	833	1,050	1,050	1,000	1,000	
CONFERENCES AND SCHOOLS	01.411.0000.5425	1,843	993	1,200	1,200	361	1,200	1,200	1,200	1,200	
ALLOCATED INSURANCE COST	01.411.0000.5428	178	200	200	200	100	200	200	200	200	
MILEAGE	01.411.0000.5432	1,682	2,239	1,800	1,800	436	1,800	1,800	1,750	1,750	
Sub-total		4,472	4,221	4,300	4,300	1,765	4,300	4,300	4,200	4,200	-2.3%
CONTRIBUTIONS AND AWARDS											
VOLUNTEER RECOGNITION	01.411.0000.5734	0	0	0	0	0	0	0	0	0	
Sub-total		0	0	0	0	0	0	0	0	0	0.0%
SUB TOTAL NON PERSONAL SERVICES		57,599	50,590	60,250	60,250	14,658	73,450	60,433	90,300	90,300	49.9%
TOTAL GENERAL FUND		420,485	500,526	544,065	544,065	246,317	540,610	577,824	635,590	603,917	11.0%
CAPITAL OUTLAY FUND											
FURNITURE/FIXTURES	41.411.0000.5812	0	0	0	0	0	0	1,000	0	0	
OFFICE EQUIPMENT	41.411.0000.5813	0	0	0	0	0	0	0	0	0	
OTHER CAPITAL EQUIPMENT- West Nile	41.411.0000.5819	0	0	0	0	0	0	0	0	0	
COMPUTER EQUIPMENT	41.411.0000.5841	0	0	0	0	0	0	0	0	0	
SOFTWARE	41.411.0000.5843	0	0	0	0	0	0	0	0	0	
TOTAL CAPITAL OUTLAY FUND		0	0	0	0	0	0	1,000	0	0	0.0%
GRAND TOTAL PUBLIC HEALTH DEPARTMENT		420,485	500,526	544,065	544,065	246,317	540,610	578,824	635,590	603,917	11.0%
Less Program Revenue:											
Penalties & Forfeitures @ .4%		-1,447	-1,328	-1,600	-1,600	-842	-1,680	-1,600	-1,600	-1,600	
FOOD LICENSE/INSPECTION	01.0000.4223	-7,880	-9,445	-7,500	-7,500	-6,950	-8,500	-7,500	-36,500	-36,500	
CLINIC SERVICES	01.0000.4452	-80,724	-50,809	-70,000	-70,000	-19,315	-70,000	-70,000	-70,000	-70,000	
Net Health Related Costs		330,434	438,944	464,965	464,965	219,210	460,430	499,724	527,490	495,817	

City of Franklin Health Department

2008 Budget Request

Personnel Services

2008 Request: **Increase \$3,000 [Overtime]**

Salary and benefit forecasts are completed by the Finance Department and represent approximately 90% of the Franklin Health Department budget.

An increase in the 2008 overtime budget is requested to the total amount of \$8,000. This is an increase of \$3,000 from the 2007 budget. The actual overtime budget in 2006 was \$8,219. In 2007 the overtime budget is projected as \$11,000. Increasing the overtime budget reflects actual overtime worked by hourly employees for evening and weekend activities.

The projected 2008 salary for sanitarian services in this section of the budget is \$23,300. In April 2007 the City of Franklin entered into an intergovernmental agreement with Oak Creek to purchase sanitarian services. In 2008 the Health Department is seeking to increase the hours of sanitarian services and to include some of the sanitarian salary within the Contractual Services/Sundry Contractor section of the health department budget. A portion of sanitarian services can be financed by reasonable increases in the current permit fee structure and by entering into Agent City agreements for food inspection services with the State of Wisconsin. However, the full cost associated with increased license fees and Agent City status would not completely pay for sanitarian services in the City of Franklin. Therefore, in 2008, sanitarian services would be funded through a combination of the health department personnel budget and an increase in permit and license fees.

Contractual Services

2008 Request: \$ 34,400 Increase: \$28,300 [See Sundry Contractor.]

Medical Services: \$2,400 No Change

This item is the annual stipend for the medical consultant who is a member of the Board of Health and is responsible for authorizing the health department's medical orders. This stipend amount has not changed in 14 years.

Equipment Maintenance: \$1,200 No Change

Like most department including the Franklin Health Department are increasing reliant upon technology and equipment for work output and efficiencies. Several vendors [Lanier, Ricoh, and Gordon Stowe] provide routine equipment maintenance for our department.

Software Maintenance: \$1,800 Increase of \$100

The Franklin Health Department maintains its statistics and time management with CHAMP software. This increase represents an estimated increase in the vendor's annual service agreement.

Sundry Contractor: \$29,000 Increase of \$28,200

This represents a significant increase and reflects the additional cost associated with purchasing sanitarian services in 2008 through the current intergovernmental agreement between the cities of Franklin and Oak Creek. During 2008, Franklin would receive 2 full days the inspection services, which is an increase of one day. The requested increase of \$29,000 in this line item could be offset by increasing current license and permit fees. Increasing license and permit fee is a policy decision that must be approved the Common Council for the 2007-2008 period.

[Note: If the City should choose to provide the 2008 projected \$23,300 for sanitarian services in the Personnel section of the Health Department budget, this line item would be reduced accordingly.]

Supplies

2008 Request: \$50,300 Increase: \$1,850

Office Supplies: \$2,500 Increase of \$500

Request is based on careful tracking and judicious use of department resources to accomplish the goals and objective of health department programs.

Printing: \$2,500 Increase of \$700

Request represents department needs based on current supply inventory and projected deficit in the 2007 budget.

Tobacco Intervention: \$2,750 No change

This line item is offset by the current tobacco permit fee of \$100 per licensed retailer. Funds are used for the annual art billboard contest and educational programs for adolescents.

Medical Supplies: \$40,000 No change

Medical supplies refer to the purchase of vaccines and immunization supplies. Purchase of the annual influenza vaccine is by far the largest part of the vaccine purchases. The Health Department offsets this expenditure by charging a fee for immunization services or billing Medicare. In addition the Health Department charges for several immunizations that the State of Wisconsin Immunization does not provide to the childhood immunization clinic and has instituted non-resident fees. Fees associated with immunization services are listed as program revenues under Clinic Services.

Educational Supplies: \$1,400 No change

Current allocation should be sufficient to meet ongoing needs.

Operating Supplies-Other-West Nile Virus: \$1,350 No change

For the past 4 years the State of Wisconsin has supplemented local health department efforts in West Nile Service surveillance and control. However, State funds are directly tied to the federal budget which is decreasing West Nile Virus programming. Not knowing if any financial resources will be available in the 2008-2009 federal budget, this health department line item will pay for the chemicals needed to treat city sewers and field test kits needed to identify the presence of West Nile Virus in mosquitoes.

Fuel: \$1,100 Increase of \$650

Increase represents the rising cost of gasoline and the increase use of the health department van by staff.

Vehicle Support: \$100 No change

Routine maintenance for the department van is represented here. Vehicle is under warranty.

Services and Charges

2008 Request: \$4,200 Decrease of \$100

Subscriptions \$50 No Change

Allocation is sufficient for subscription materials.

Memberships: \$1,000 Decrease of \$50

Organization memberships and fees can be maintained at this level.

Conferences and Schools: \$1,200 No change

The Health Department takes advantage of training and in-services that are offered by the State of Wisconsin or professional organizations often without registration fees. Nonetheless, for a department of 9 professionals and administrative staff all small budget for seminars and training is useful for workforce development.

Allocated Insurance Cost: \$200 No change

Insurance cost was projected by the Finance Department and the same as 2007.

Mileage: \$1750 Decrease \$50

Fuel cost is the primary factor in setting this line item. However, the health department staff is conscientious about using the city van. With 9 potential users, many times staff must use their private vehicle.

ANIMAL CONTROL

431

DEPARTMENT: Animal Control

PROGRAM MANAGER: Director of Administration

PROGRAM DESCRIPTION:

This program accounts for the costs associated with contracted services for animal control purposes. Historically, these services have been provided by the Wisconsin Humane Society, coordinated through Milwaukee County. The Humane Society no longer provides such services. The City is now part of a cooperative effort with other Milwaukee County communities to jointly operate an animal control services facility, governed by the Milwaukee Area Domestic Animal Control Commission (MADACC). Construction of the facility was completed in August 1999, and MADACC assumed operation of animal control services. Each community shares the cost of operating the facility. Because service costs were not based on usage in the past, activity measures are sporadic.

ACTIVITY MEASURES:

Activity	2003	2004	2005	2006	2007*	2008*
Admissions:						
Dogs	59	52	63	84	80	80
Cats	112	151	126	102	115	115
Other	4	11	19	8	10	10
Total	175	214	208	194	205	205
Service Cost Per Admission	\$114	\$107	\$113	\$136	\$139	\$140

* Forecast

BUDGET SUMMARY:

This budget is the City's portion of operational costs related to MADACC based on anticipated usage and the capital costs to pay for the construction of this shelter facility is based on each community's equalized value.

CITY OF FRANKLIN 2008 BUDGET		2005 Actual	2006 Actual	2007 Adopted	2007 Amended	2007 YTD 6/30/2007	2007 Estimate	2008 Forecast A	2008 Dept/Request	2008 Recommend	Percent Change
ANIMAL CONTROL											
CONTRACTUAL SERVICES											
ANIMAL SHELTER	01.431.0000.5295	23,642	26,379	26,100	26,100	21,411	28,500	26,883	29,000	29,000	
FACILITY CHARGE - DEBT SERVICE											
MADACC CAPITAL CHARGES											
Principal	01.431.0000.5611	7,742	8,213	8,500	8,500	0	8,500	8,840	8,840	8,850	
Interest	01.431.0000.5621	4,093	3,840	4,450	4,450	1,672	4,000	4,628	3,500	3,500	
GRAND TOTAL ANIMAL CONTROL		35,477	38,432	39,050	39,050	23,083	41,000	40,351	41,340	41,350	5.9%
Less Program Revenue:											
REFUNDS & REIMB - MADACC	01.0000.4784	-1,026	-132	-1,500	-1,500	-3,006	-1,000	-1,500	-1,500	-1,500	
Net Animal Control Related Costs		34,451	38,300	37,550	37,550	20,077	40,000	38,851	39,840	39,850	
TOTAL HEALTH AND HUMAN SERVICES											
General Fund		\$455,962	\$538,958	\$583,115	\$583,115	\$269,400	\$581,610	\$618,175	\$676,930	\$645,267	10.7%
Capital Outlay Fund		\$0	\$0	\$0	\$0	\$0	\$0	\$1,000	\$0	\$0	0.0%

RECREATION
521

DEPARTMENT: Recreation

PROGRAM MANAGER: Director of Administration

PROGRAM DESCRIPTION:

This budget provides for City support of a Travel Program for senior citizens and City support to the Civic Celebration Commission toward the 4th of July Civic Celebration.

BUDGET SUMMARY:

- 1) The 2006 Budget provided a \$10,000 appropriation to support the Senior Travel Program although CDBG funding will not be available to support the program in 2008.
- 2) The 2007 Budget provides \$25,900 in support for the 4th of July Civic Celebration for police and highway costs related to the event. This represents the anticipated actual cost of staff effort toward this event. The other revenue and expenses of this activity are recorded in a separate special revenue fund.

CITY OF FRANKLIN 2008 BUDGET		2005 Actual	2006 Actual	2007 Adopted	2007 Amended	2007 YTD 6/30/2007	2007 Estimate	2008 Forecast A	2008 Dept/Request	2008 Recommend	Percent Change
RECREATION											
CONTRACTUAL SERVICES											
SUPPLIES											
Civic Celebration Supplies	01.521.0000.5325	4,000	0	0	0	0	0	0	0	0	
Civic Celebration Support (Transfer)	01.521.0000.5590		16,453	25,900	25,900	0	25,900	25,900	25,900	25,900	
Sub-total		4,000	16,453	25,900	25,900	0	25,900	25,900	25,900	25,900	0.0%
SENIOR TRAVEL PROGRAM	01.521.0000.5721	7,770	9,510	10,000	10,000	6,170	10,000	10,000	10,000	10,000	0.0%
TOTAL RECREATION		11,770	25,963	35,900	35,900	6,170	35,900	35,900	35,900	35,900	0.0%

ST. MARTIN'S FAIR
529

DEPARTMENT: St. Martin's Fair

PROGRAM MANAGER: Director of Clerk Services

PROGRAM DESCRIPTION:

The direct costs of supporting the St. Martin's Fair, held monthly, including police, fire and public works overtime, refuse collection and other sanitation services, is budgeted in this program. The Clerk's office issues sales permits and is responsible for coordinating oversight of the fairs by various City departments. The Fair Commission oversees the fairs, monitors and inspects vendors.

ACTIVITY MEASURES:

Activity	2003	2004	2005	2006	2007*	2008*
Number of fairs	8	8	8	8	8	8
Food/peddler permits	36	44	44	40	45	45
Peddler permits	150	189	148	140	150	150
Extra footage sold	180	195	380	250	250	250

* Forecast

BUDGET SUMMARY:

Personal Services – covers overtime costs for the Police, Fire and Public Works departments primarily for the Labor Day Fair. This also covers clerical support for checking permits on Labor Day.

CITY OF FRANKLIN 2008 BUDGET		2005 Actual	2006 Actual	2007 Adopted	2007 Amended	2007 YTD 6/30/2007	2007 Estimate	2008 Forecast A	2008 Dept/Request	2008 Recommend	Percent Change
ST. MARTIN'S FAIR											
PERSONAL SERVICES											
SALARIES-FT	01.529.0000.5111	3,570	2,607	4,980	4,980	0	4,970	5,181	5,257	5,252	
SALARIES-TEMP	01.529.0000.5115	32	80	0	0	0	0	0	0	0	
SALARIES-OT	01.529.0000.5117	15,962	13,667	15,660	15,660	95	14,424	16,215	16,269	16,250	
LONGEVITY	01.529.0000.5133	84	20	0	0	0	0	0	0	0	
FICA	01.529.0000.5151	1,479	1,237	1,579	1,579	8	1,484	1,637	1,647	1,645	
RETIREMENT	01.529.0000.5152	3,251	3,311	3,366	3,366	17	3,569	3,517	3,681	3,678	
GROUP HEALTH & DENTAL	01.529.0000.5154	4,151	1,590	5,596	5,596	11	5,293	6,347	6,454	6,432	
LIFE INSURANCE	01.529.0000.5155	48	0	68	68	0	66	70	71	71	
WORKERS COMPENSATION INS	01.529.0000.5156	343	278	352	352	3	331	365	369	478	
Sub-total		28,920	22,790	31,601	31,601	134	30,137	33,332	33,748	33,806	7.0%
Percent of Department Total		73.1%	67.7%	64.6%	64.6%	9.9%	63.5%	65.7%	64.1%	64.1%	
CONTRACTUAL SERVICES											
REFUSE COLLECTION	01.529.0000.5297	341	252	2,500	2,500	309	2,500	2,575	3,000	3,000	
OPERATING SUPPLIES-OTHER	01.529.0000.5329	0	109	350	350	0	350	361	500	500	
Sub-total		341	361	2,850	2,850	309	2,850	2,936	3,500	3,500	22.8%
SERVICES AND CHARGES											
STREET CLOSING FEE	01.529.0000.5499	0	0	0	0	450	0	0	900	900	
LAND RENTAL	01.529.0000.5531			0	0		0		0	0	
EQUIPMENT RENTAL	01.529.0000.5433	10,320	10,519	14,500	14,500	462	14,500	14,500	14,500	14,500	
Sub-total		10,320	10,519	14,500	14,500	912	14,500	14,500	15,400	15,400	6.2%
SUB TOTAL NON PERSONAL SERVICES		10,661	10,880	17,350	17,350	1,221	17,350	17,436	18,900	18,900	8.9%
GRAND TOTAL ST MARTIN'S FAIR		39,581	33,670	48,951	48,951	1,355	47,487	50,768	52,648	52,706	7.7%
Less Program Revenue:											
PEDDLERS LICENSE	01.0000.4219	-26,935	-25,645	-28,000	-28,000	-7,130	-27,000	-28,000	-28,000	-28,000	
COMBINATION FOOD/PEDDLERS	01.0000.4221	-8,315	-7,655	-9,000	-9,000	-1,520	-8,000	-9,000	-9,000	-9,000	
Net St Martin's Fair Related Costs		4,331	370	11,951	11,951	-7,295	12,487	13,768	15,648	15,706	
GRAND TOTAL RECREATION		51,351	59,633	84,851	84,851	7,525	83,387	86,668	88,548	88,606	4.4%

CITY DEVELOPMENT

621

DEPARTMENT: City Development

PROGRAM MANAGER: Director of City Development

PROGRAM DESCRIPTION:

The Department of City Development oversees all development activities for the City of Franklin, including economic development, planning, and zoning. The Department is responsible for implementing the recommendations as approved by the Common Council that are contained in the Franklin First Report; marketing the City and facilitating quality commercial development to expand the City's property tax base and thereby reduce the portion of the property tax burden that would otherwise fall on residential property taxpayers; and providing ongoing services to businesses within the City to facilitate their continued growth and expansion, and to ensure business retention.

Under the direction of the Department Director, the Planning Manager and Planners carry out the planning and zoning activities of the City. Primary responsibilities of the Department include providing development-related staff support for the Mayor and Common Council, and primary staff support for the Plan Commission, Community Development Authority, Economic Development Commission, Comprehensive Master Plan Project Committee, Board of Zoning and Building Appeals, Environmental Commission, Parks Commission, and the Joint 27th Street Steering Committee. The Department advises the Common Council, boards and commissions, and other City departments with regard to planning, zoning, and economic development matters, and is responsible for the day-to-day administration of the Zoning Ordinance and implementation of the Comprehensive Master Plan. Department staff provide expertise and recommendations as development proposals advance through the approval process, and coordinate with other City departments whose service delivery to the public may be affected by such development. Services include providing site-selection assistance for businesses and commercial developers, providing answers to planning, zoning, and development questions that are posed by elected officials, City boards and commissions, business representatives, property owners, and members of the public; continually updating the City's Comprehensive Master Plan and Unified Development Ordinance; assisting citizens, businesses, and property owners with matters that relate to planning, zoning, and development; preparing staff reports for development projects, and providing reviews of concept plans, site plans, subdivision and condominium plats, rezonings, special uses, special exceptions, planned development districts, variance requests, and zoning compliance permits.

SERVICES:

- Provide comprehensive coordination of community development activities by representing the City as the primary contact agency for property owners, businesses, and developers proposing projects within the City.

- Provide development-related staff support services for the Mayor and Common Council, as well as primary staff support for the Plan Commission, Community Development Authority, Economic Development Commission, Comprehensive Master Plan Project Committee, Board of Zoning and Building Appeals, Environmental Commission, Parks Commission, and Joint 27th Street Steering Committee.
- Function as the lead agency for marketing the City of Franklin, proactively recruit new business development, and provide site-selection assistance for prospective businesses.
- Provide assistance and guidance through the approval process for new businesses that will reduce the portion of the property tax burden that would otherwise fall on residential property taxpayers, increase the number of jobs and employment opportunities within the City, increase the number and quality of amenities for Franklin residents, and improve the aesthetic appearance of the City of Franklin, in accordance with City ordinances and policies.
- Assist existing businesses in the City with their continued growth, provide outreach for the local business community, organize and coordinate the annual Franklin Business Appreciation Event, and provide additional services to proactively facilitate business retention and expansion.
- Coordinate development activities within Franklin's three tax incremental finance districts, including the Franklin Business Park and the South 27th Street Corridor.
- Administer the Unified Development Ordinance, including zoning regulations.
- Administer the Comprehensive Master Plan, and other long-range plans as adopted by the Common Council.
- Serve as the clearinghouse for zoning, planning, and development questions.
- Coordinate activities with other units of government to achieve high-quality development within the City of Franklin.

STAFFING:

Authorized Positions (FTE)	2003	2004	2005	2006	2007	2008
City Development Director	1.00	.00	1.00	1.00	1.00	1.00
Economic Develop Dir – Contractual	Y					
Planning Manager	1.00	1.00	1.00	1.00	1.00	1.00
Senior Planner	.00	.00	1.00	1.00	1.00	1.00
Planner II	.00	.00	1.00	1.00	1.00	1.00
Planner	2.00	2.00	1.00	1.00	1.00	1.00
Planning Intern	.00	.46	.60	.60	.60	.60
Secretary	1.00	1.00	1.00	1.00	2.00	2.00
Clerk/Typist	1.00	.75	.00	.00	.00	.00
Clerical Aide	.46	.00	.00	.00	.00	.00
Total	6.46	5.21	6.60	6.60	7.60	7.60

ACTIVITY MEASURES:

Activity	2003	2004	2005	2006	2007*	2008*
Site Plans/Concept Plans	27	25	36	17	20	21
Plat Reviews	17	11	11	7	14	11
Certified Survey Maps	19	13	10	17	20	17
Special Uses	16	13	14	14	18	15
Rezoning	11	6	10	9	12	9
Zoning Permits/Certificates	52	41	30	43	32	39
Zoning Complaints	16	21	18	12	4	12
Board & Commission Meetings +			84	139	136	140

* Forecast

+ "Board & Commission Meetings" denotes the number of official City of Franklin public meetings staffed by the Department of City Development, including meetings of the Plan Commission, Community Development Authority, Economic Development Commission, Comprehensive Master Plan Project Committee, Environmental Commission, Board of Zoning and Building Appeals, Parks Commission and Joint 27th Street Steering Committee, as well as meetings of the Common Council and Committee of the Whole that require Department staff.

BUDGET SUMMARY:

- 1) Major development projects in 2007 include the Phase II office complex at the Northwestern Mutual campus to accommodate an additional 1,100 employees; the new six-story Wheaton Franciscan Healthcare medical center; and two new shopping centers, each with a Sendik's supermarket.
- 2) When viewed together with forthcoming projects relating to the development of the South 27th Street Corridor, the update of the City of Franklin Comprehensive Master Plan, and added responsibilities under the new sign ordinance, statistics indicate that the Department workload is one of the very largest of any comparable department in the entire state of Wisconsin.

CITY OF FRANKLIN 2008 BUDGET		2005 Actual	2006 Actual	2007 Adopted	2007 Amended	2007 YTD 6/30/2007	2007 Estimate	2008 Forecast A	2008 Dept/Request	2008 Recommend	Percent Change
CITY DEVELOPMENT											
PERSONAL SERVICES											
SALARIES-FT	01.621.0000.5111	109,926	233,177	304,979	289,979	145,977	292,010	344,945	352,298	332,186	
SALARIES-PT	01.621.0000.5113	10,515	13,723	12,854	12,854	6,912	22,637	14,552	16,977	14,140	
SALARIES-TEMP	01.621.0000.5115	0	0	0	0	0	0	0	0	0	
SALARIES-OT	01.621.0000.5117	168	640	575	575	194	575	575	575	575	
COMPTIME TAKEN	01.621.0000.5118	3,229	2,468	0	0	111	200	0	250	250	
LONGEVITY	01.621.0000.5133	0	0	0	0	0	0	0	0	0	
HOLIDAY PAY	01.621.0000.5134	9,307	12,712	16,845	16,845	10,867	17,112	17,625	18,019	17,624	
VACATION PAY	01.621.0000.5135	1,061	11,010	12,197	12,197	6,671	12,996	13,903	14,223	13,902	
FICA	01.621.0000.5151	10,022	20,694	26,580	26,580	12,805	26,433	29,957	30,779	28,969	
RETIREMENT	01.621.0000.5152	5,897	19,676	31,769	31,769	14,812	24,788	35,882	36,713	34,957	
RETIREE GROUP HEALTH	01.621.0000.5153	0	0	0	0	0	0	0	0	0	
GROUP HEALTH & DENTAL	01.621.0000.5154	14,710	34,438	79,932	79,932	36,340	74,064	90,386	80,938	80,938	
LIFE INSURANCE	01.621.0000.5155	452	1,550	1,832	1,832	1,008	1,868	1,857	1,886	1,873	
WORKERS COMPENSATION INS	01.621.0000.5156	227	492	661	661	324	656	745	765	871	
ALLOCATED PAYROLL COSTS	01.621.0000.5199	-3,240	-15,500	-15,000	-15,000	-7,500	-15,000	-17,300	-17,700	-17,700	
Sub-total		162,274	335,080	473,224	458,224	228,521	458,339	533,127	535,723	508,585	7.5%
Percent of Department Total		32.9%	70.5%	88.2%	83.1%	93.9%	85.7%	89.1%	87.5%	88.0%	
CONTRACTUAL SERVICES											
QUARRY MONITORING SERVICES	01.621.0000.5218	17,479	0	0	0	0	0	0	0	0	
OTHER PROFESSIONAL SERVICES	01.621.0000.5219	111,280	0	10,000	10,000	0	10,000	10,300	3,000	3,000	
FILING FEES	01.621.0000.5223	808	637	1,000	1,000	439	1,000	1,030	1,000	1,000	
EQUIPMENT MAINTENANCE	01.621.0000.5242	1,974	2,074	2,300	2,300	672	2,300	2,369	2,300	2,300	
SUNDRY CONTRACTORS	01.621.0000.5299	171,836	99,579	10,000	40,000	4,281	27,000	10,300	10,000	10,000	
Sub-total		303,377	102,290	23,300	53,300	5,392	40,300	23,999	16,300	16,300	-30.0%
SUPPLIES											
OFFICE SUPPLIES	01.621.0000.5312	4,027	8,360	6,800	6,800	1,098	6,800	6,800	8,400	8,400	
PRINTING	01.621.0000.5313	1,572	1,200	2,400	2,400	294	2,400	2,400	2,400	2,400	
MARKETING SUPPLIES	01.621.0000.5395	1,693	3,091	3,600	3,600	1,411	3,600	3,600	5,800	5,800	
Sub-total		7,292	12,651	12,800	12,800	2,803	12,800	12,800	16,600	16,600	29.7%
SERVICES AND CHARGES											
OFFICIAL NOTICES/ADVERTISING	01.621.0000.5421	11,802	5,727	8,800	8,800	393	5,000	8,800	8,800	8,800	
SUBSCRIPTIONS	01.621.0000.5422	231	313	400	400	470	470	400	550	550	
MEMBERSHIPS	01.621.0000.5424	1,282	2,782	2,700	2,700	10	2,700	2,700	2,700	2,700	
CONFERENCES AND SEMINARS	01.621.0000.5425	4,822	10,069	10,600	10,600	3,394	10,600	10,600	12,450	12,450	
ADVERTISING	01.621.0000.5426	0	0	1,000	1,000	266	1,000	1,000	5,000	5,000	
MILEAGE	01.621.0000.5432	504	1,428	2,100	2,100	1,065	2,100	2,100	2,300	2,300	
Sub-total		18,641	20,319	25,600	25,600	5,598	21,870	25,600	31,800	31,800	24.2%
SUB TOTAL NON PERSONAL SERVICES	0	329,310	135,260	61,700	91,700	13,793	74,970	62,399	64,700	64,700	4.9%
TOTAL GENERAL FUND		491,584	470,340	534,924	549,924	242,314	533,309	595,526	600,423	573,285	7.2%
CAPITAL OUTLAY FUND											
OFFICE EQUIPMENT	41.621.0000.5813	446	2,647	1,200	1,200	698	1,200	1,600	4,015	1,600	
QUARRY MONITORING EQUIPMENT	41.621.0000.5819	0	0	0	0	0	0	0	0	0	
COMPUTER EQUIPMENT	41.621.0000.5841	1,894	2,074	0	0	0	0	1,000	7,230	2,650	
SOFTWARE	41.621.0000.5843	0	0	400	400	407	400	400	615	600	
TOTAL CAPITAL OUTLAY FUND		2,340	4,721	1,600	1,600	1,105	1,600	3,000	11,860	4,850	203.1%
GRAND TOTAL CITY DEVELOPMENT		493,924	475,061	536,524	551,524	243,419	534,909	598,526	612,283	578,135	7.8%
Less Program Revenue:											
SUBDIVISION FILING	01.0000.4401	-28,375	-20,125	-23,800	-23,800	-19,000	-37,000	-23,800	-35,000	-35,000	
LAND COMBINATION FILING	01.0000.4402	-400	-400	-400	-400	-400	-800	-400	-800	-800	
CSM FILING	01.0000.4403	-15,035	-24,000	-20,000	-20,000	-15,000	-29,000	-20,000	-29,000	-29,000	
SITE PLAN REVIEW	01.0000.4404	-12,475	-23,375	-33,000	-33,000	-6,625	-20,000	-33,000	-23,750	-23,750	
ZONING APPEALS	01.0000.4405	-3,250	-3,000	-2,000	-2,000	-2,850	-5,000	-2,000	-5,000	-5,000	
SPECIAL USE	01.0000.4406	-26,750	-20,775	-28,000	-28,000	-13,900	-27,000	-28,000	-28,400	-28,400	
ZONING FILING	01.0000.4407	-11,400	-6,600	-17,200	-17,200	-6,250	-12,000	-17,200	-12,600	-12,600	
OTHER FILING	01.0000.4409	-13,598	-23,911	-29,400	-29,400	-11,104	-23,000	-29,400	-31,350	-31,350	
QUARRY MONITORING	01.0000.4445	-16,434	0	0	0	0	0	0	0	0	
Net City Development Related Costs		366,207	352,875	382,724	397,724	168,290	381,109	444,726	446,383	412,235	
TOTAL CONSERVATION AND DEVELOPMENT											
General Fund		\$491,584	\$470,340	\$534,924	\$549,924	\$242,314	\$533,309	\$595,526	\$600,423	\$573,285	7.2%
Capital Outlay Fund		\$2,340	\$4,721	\$1,600	\$1,600	\$1,105	\$1,600	\$3,000	\$11,860	\$4,850	203.1%

CITY OF FRANKLIN

Department of City Development 621

2008 Budget Request

Submitted August 28, 2007

1. Personal Services

2007 Budget	=	\$473,224
6/30/07 Actual	=	228,521
2007 Estimated Expenditures		473,224
2008 Requested Budget		\$535,723

City Development is staffed by the Director, Planning Manager, Senior Planner, Planner 2, Planner 1, two Secretaries, and a Planning Intern. Two of the four planner positions were vacant for part of 2007 due to planners leaving for substantial salary increases elsewhere. Two new planners have been hired with anticipated start dates in September 2007.

The Department is responsible for administering the development process under the Unified Development Ordinance for business and residential developments, development of the Franklin Business Park and South 27th Street Corridor TIF districts, marketing the City for economic development, planning, zoning, code enforcement, and the update to the Comprehensive Master Plan. Under the new sign ordinance adopted in August 2007, the Department will also have new responsibilities for administering commercial signage regulations.

In addition, the Department is responsible for staffing eight boards and commissions, all of which require staff attendance at evening meetings: Plan Commission, Community Development Authority, Economic Development Commission, South 27th Street Steering Committee, Comprehensive Master Plan Project Committee, Board of Zoning and Building Appeals, Parks Commission, and Environmental Commission.

Due to multiple staff vacancies, outside consultants have provided staffing services for the Department almost continuously since 2004, with the exception of some months in 2007 before two planners departed. The contract for the consultant who currently assists in staffing the Department will end in September 2007, when the new planners are expected to start, and the expectation is that the Department will remain fully staffed from this point forward.

Factors for consideration include the need for competitive planner compensation as evidenced by the loss of two planners in 2007 (in addition to seven planners who quit within 3½ years prior to 2006, on a staff of four planners); the substantial cost and large amount of time it takes to recruit and train new staff; the relatively low productivity level of inexperienced staff compared to staff with multiple years of experience in the Department; and a possible update to the compensation plan for non-represented City

employees. Another factor for consideration is the January 1, 2010, state deadline for units of local government to enact or update comprehensive master plans consistent with criteria described in the state statutes, which is expected to increase the demand and compensation levels for municipal planners in both the public sector and in private sector consulting firms.

The Department has requested funding for the intern to work full-time during the summer, when the Department is especially busy and numerous applicants have expressed frustration over workload backlogs during the construction season. The estimated cost of the seasonal increase in hours for the non-benefited intern position is \$2,080. This amount would be more than offset by updates to development fees that are projected to increase Department fee revenue by \$12,120.

<u>2. Contractual Services</u>	2007 Budget	=	\$ 23,300
	6/30/07 Actual	=	5,392
	2007 Estimated Expenditures		40,300
	2008 Requested Budget		\$ 16,300

The amount requested for 2008 is \$7,000 less than the amount that was approved for 2007.

The amount for Contractual Services in 2008 includes:

- a) \$3,000 for professional services relating to the annual Business Appreciation Event.
- b) \$1,000 for Milwaukee County filing fees, for which the City is reimbursed by applicants.
- c) \$2,300 for equipment maintenance, the same amount that was approved for 2007.
- d) \$10,000 for planning and zoning services, the same amount that was approved for 2007.

<u>3. Supplies</u>	2007 Budget	=	\$ 12,800
	6/30/07 Actual	=	2,803
	2007 Estimated Expenditures		12,800
	2008 Requested Budget		\$ 16,600

The amount requested for 2008 consists of three parts:

- a) \$8,400 for office supplies, based on \$8,360 actual expenditures in 2006.
- b) \$2,400 for printing, the same amount that was approved for 2007.

- c) \$5,800 for marketing supplies, including the production and printing of marketing literature.

4. Services & Charges

2007 Budget	=	\$ 25,600
6/30/07 Actual	=	5,598
2007 Estimated Expenditures		21,870
2008 Requested Budget		\$ 31,800

The amount requested for 2008 is \$11,900 less than the amount that was approved for 2006.

The amount for 2008 consists of five parts:

- a) \$8,800 for official notices and related advertising, the same amount that was approved for 2007.
- b) \$550 for newspaper and periodical subscriptions, including the Business Journal, Franklin NOW, Franklin Citizen, Small Business Times, Milwaukee Journal Sentinel, and Site Selection magazine.
- c) \$2,700 for memberships (including South Suburban Chamber, NAIOP, ICSC, WEDA, IEDC, APA, WAPA, and AICP), the same amount that was approved for 2007.
- d) \$12,450 for conferences and seminars, \$8,150 less than the amount that was approved for 2006; this amount includes GIS training for the new planners, attendance at business and commercial real estate events to market the City for economic development, and continuing education for planners as recommended by the Ruekert Mielke Planning Department Organizational Study.
- e) \$5,000 for advertising to market the City, \$5,000 less than the amount approved for 2006.
- f) \$2,300 for travel mileage, based on expected increases in the price of gasoline.

5. Capital Outlay Fund

2007 Budget	=	\$ 1,600
6/30/07 Actual	=	1,105
2007 Estimated Expenditures		\$ 1,600
2008 Requested Budget		\$ 4,860

NOTE: The original capital outlay request for 2008 was \$11,860 and would have included replacement of outdated and very slow computer equipment. The revised request was reduced by \$7,000 to \$4,860, and was submitted on August 6, 2007.

The revised 2008 capital outlay request listed above is \$1,140 less than the amount that was approved for 2006.

The 2008 capital outlay budget request includes:

- a) \$1,600 for one GIS-capable staff computer with monitor and warranty.
- b) \$525 for three much-needed computer memory upgrades.
- c) \$490 for two computer display monitors, to address concerns about staff headaches from using current monitors for GIS mapping applications.
- d) \$1,485 for two large lateral filing cabinets, as the Department is rapidly running out of filing space.
- e) \$125 for a document organizer.
- f) \$615 for three Adobe Acrobat software licenses, to protect the security of electronic documents.

<u>Grand Total City Development:</u>	2007 Budget	=	\$536,524
	6/30/7 Actual	=	243,419
	2007 Estimated Expenditures		549,794
	2008 Requested Budget		\$612,283

NOTE: As part of the 2007 adjustments to the City budget, the Department budget for 2007 was increased by \$15,000 on July 17, 2007.

<u>LESS PROGRAM REVENUE:</u>	2007 Budget	=	- \$153,800
	6/30/07 Actual	=	- 75,129
	2007 Estimated Expenditures		- 153,800
	2008 Requested Budget		- \$165,920

The 2007 estimated fee revenues are projected based on revenue in the first six months of 2007 from subdivision filing fees, land combination filing fees, CSM filing fees, site plan review fees, zoning appeal fees, special use fees, zoning filing fees, and other filing fees, each multiplied by two; and in most cases reducing these amounts to take into consideration the total annual fee revenues for each of the past two years.

Compared to the first six months of 2006, fee revenues for the first six months of 2007 increased by \$3,024.

Fee revenues are expected to increase in 2008. The Department intends to propose a modest update to the Department fee structure, to more accurately reflect the actual cost of services and also to take into account the fees charged by comparable communities. Based on a three-year average and spread over twelve different fee categories, Department fee

revenues for 2008 are projected to increase by approximately \$12,120 compared to fee revenues for 2007.

According to Department records, development fees were last updated in May 2004.

<u>Total City Development:</u>	2007 Budget	=	\$382,724
	6/30/07 Actual	=	168,290
	2007 Estimated Expenditures		395,994
	2008 Requested Budget		\$446,363

The total net amount requested for 2008 is \$7,068 less than the amount that was approved for 2006.

The workload of the Department of City Development corresponds to the fact that Franklin is one of the very fastest-growing communities in Wisconsin. According to the Wisconsin Department of Administration, of 1,851 cities, villages, and towns, Franklin is the largest community in the entire state that has experienced more than 10% population growth since the 2000 census.

As of August 2007, there are 41 new residential developments and 27 new business developments in various stages, including at least three of the four largest business development projects in the entire history of Franklin.

When viewed together with the update of the City of Franklin Comprehensive Master Plan, forthcoming projects relating to the development of the South 27th Street Corridor, and added responsibilities under the new sign ordinance, these remarkable growth statistics indicate that the Department workload is one of the very largest of any comparable department in the entire state, and growing.

TRANSFERS TO OTHER FUNDS

998

DEPARTMENT: Transfers to Other Funds

PROGRAM MANAGER: Director of Finance & Treasurer

PROGRAM DESCRIPTION:

This program provides for the General Fund support of programs located in Other City Funds.

In past years the Library, Equipment Revolving Fund and the Civic Celebrations Fund received transfer support. Starting in 2008 the GASB 45 OPEB Fund is receiving support from the General Fund.

CITY OF FRANKLIN 2008 BUDGET		2005 Actual	2006 Actual	2007 Adopted	2007 Amended	2007 YTD 6/30/2007	2007 Estimate	2008 Forecast A	2008 Dept/Request	2008 Recommend	Percent Change
OTHER FINANCING USES											
FIXED CHARGES											
TRF TO OTHER FUNDS	01.998.0000.5589	200,000	0			0	935,000	0	0	125,000	
TRF TO LIBRARY FUND	01.998.0000.5591	0	0	0	0	0	0	0	0	0	
TRF TO CIVIC CELEBRATIONS	01.998.0000.5590		0			0		0	0	0	
TRF TO STREET IMPROVEMENT FUND	01.998.0000.5594		0			0		0	0	0	
TRF TO EQUIPMENT REVOLVING FUND	01.998.0000.5595		0			0		0	0	0	
TRF TO CAPITAL OUTLAY FUND	01.998.0000.5597	224,400	0	0	45,000	0	80,000	0	0	0	
TRF TO CAPITAL IMPROVEMENTS	01.998.0000.5598		0			0		0	0	0	
TOTAL TRANSFERS TO OTHER FUNDS		424,400	0	0	45,000	0	1,015,000	0	0	125,000	#DIV/0!

GRAND TOTALS BY FUND:

General Fund	\$20,255,277	\$20,921,768	\$22,869,000	\$22,869,000	\$10,687,398	\$23,210,426	\$23,747,000	\$24,558,213	\$24,077,000	5.3%
Capital Outlay Fund	\$531,118	\$669,008	\$720,750	\$786,610	\$136,924	\$810,410	\$527,500	\$955,974	\$692,700	-3.9%
Equipment Revolving Fund	\$279,073	\$242,081	\$115,000	\$751,000	\$526,966	\$751,000	\$1,128,000	\$790,000	\$790,000	587.0%

**LIBRARY FUND
15-511**

PROGRAM: Public Library

DEPARTMENT: Library

PROGRAM MANAGER: Library Director

PROGRAM DESCRIPTION:

The Public Library is operated through a Special Revenue Fund of the City under the administration of a Library Board that has exclusive control of the expenditure of all moneys collected, donated, or appropriated for the Library's use. The Library Board consists of 9 members, 1 being a representative of the school district(s), 1 an Alderman, and 7 citizens, appointed by the Mayor and approved by the Common Council. The Library is a member of the Milwaukee County Federated Library System. The Library Board appoints the Library Director who is the administrator of the Library and executive officer for the Library Board. The Director also appoints all Library personnel, prescribing their duties and compensation. Primary funding for the Library is received from municipal property taxes in amounts determined by the Common Council. The Library receives no direct funding from any other source.

The Franklin Public Library is established to provide all members of the community with access to library services to meet their informational, education, and leisure needs. All library services are provided at no additional charge to residents of the City and County (in accordance with the agreement with the Milwaukee County Federated Library System).

The usage of the Franklin Public Library continues to climb. In 2002, the Library moved into a new facility. It is approximately 40,000 square feet and was supported by a referendum of almost 2/3rds of Franklin voters. The library offers a wide variety of material in many different formats: hardcover, large print, paperback, books on tape and CD, Music CD's, DVD's, VHS, CD-ROMs, magazines, newspapers, puppets, puzzles and more. Patrons have the ability to check out over 125,000 items at the Franklin Public Library. Patrons may also request items from other libraries throughout Milwaukee County. This gives patrons access to over millions of items.

The Franklin Public Library has:

Fadrow Community Meeting Room(s) for large groups of up to 250 people

Sievert Meeting Room (Board style) for up to 20 people

Young Adult Area with study booths

Children's Tree and Program Room donated by the Northwestern Mutual Foundation

Material security and two self-checkout stations

Fireplace donated by the Sullivan Family Foundation

Separate Children's and Adult Internet Stations and 15 minute Internet Express Stations

WI-FI Accessibility provided by the Harley Davidson Foundation

Technology Lab

Study Rooms

Reading Garden Area

The Library was designed using this criteria:

“Create a community beacon which increases patronage by providing services, collection, technology, and programs that promote lifelong learning in an inviting and adaptable physical environment.”

Programming is a very important part of the library function. Family Programs are held once a month for people of all ages. For youth there is “Story time” for preschoolers and “Little Lapsitters” for 18 months to 3 years and Nursery Rhyme Time for children birth to 18 months. During the summer, a Summer Reading Program is offered for school age children.

Summer Reading 2002	612 children registered
Summer Reading 2003	684 children registered
Summer Reading 2004	793 children registered
Summer Reading 2005	846 children registered
Summer Reading 2006	973 children registered
Summer Reading 2007	998 children registered

For adults there are book clubs, speakers, and programs throughout the year. The Friends of Franklin Public Library sponsor two quilt groups, The Friendly Quilters and the Quilting Bees Quilters. They raise funds for the library and quilt programs are open to the public. The Friends also sponsor our highly popular cooking programs. The annual Friends of Franklin Public Library book sale is held the weekend after Labor Day.

Computer usage has increased significantly as evidenced by our activity measures.

Some comparative data reflect the efforts of our remarkable Library staff, and the public's early and enthusiastic acceptance of the new facility:

The percentage of Checkouts in 2006 were 71% Female and 29% Male.

STAFFING:

Authorized Positions (FTE)	2003	2004	2005	2006	2007	2008
Library Director	1.00	1.00	1.00	1.00	1.00	1.00
Adult Services Librarian	1.00	1.00	1.00	1.00	1.00	1.00
Youth Services Librarian	1.00	1.00	1.00	1.00	1.00	1.00
Reference Librarian	2.75	3.00	3.25	3.25	3.25	3.25
Technical Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Library Assistant	7.29	7.59	7.32	7.89	7.67	7.67
Shelver	.95	.95	1.48	1.73	2.23	2.23
Summer Help	.05	.05	.05	.05	.05	.05
Total	15.04	15.59	16.10	16.92	17.20	17.20

ACTIVITY MEASURES:

Activity	2003	2004	2005	2006	2007*	2008*
Hours of Service	59	59	59	59	59	59
Hours of Service-Summer	56	56	56	56	56	56
Circulation	400,986	434,568	452,382	465,468	468,000	470,000
Registered Borrowers	21,042	22,219	19,497	20,792	21,000	21,500
Collection Size	65,000	110,376	117,804	120,000	126,000	128,000
Computer Internet Use	35,050	39,059	46,364	51,187	54,000	55,000
Children Programs-Attend	10,016	11,974	13,434	14,404	14,600	14,750

*Forecast

2006 Computer Statistics Breakdown

Average Session

Adults 34:34 minutes

Express 8:50 minutes

Kids 27:07 minutes

Daily Use of Computers

54:15 hours 12 computers

1:41 hours 4 computers

16:58 hours 10 computers

New Developments

RFID Security System and Inventory Control

Online Meeting Room Scheduling

Ask Away 24/7 Virtual Reference

Active Women's Health Series

BUDGET SUMMARY:

Since the "new library" opened in 2002 the measures used by libraries have shown increases. These measures include: circulation, programs and program attendance, computer/internet usage, meeting room use and collection development. The Franklin Public Library continues to be a destination for the citizens of Franklin. This year the library celebrated its 5th Anniversary in the "new building". The celebration consisted of the Mayor leading Karaoke, cake, Barber Shop Quartet, Salt Creek musical group and performances by the Milwaukee Ballet, the Florentine Opera and the Milwaukee Symphony Orchestra storyteller division.

CITY OF FRANKLIN
2008 BUDGET

		2005 Actual	2006 Actual	2007 Adopted	2007 Amended	2007 YTD 6/30/2007	2007 Estimate	2008 Forecast A	2008 Dept/Request	2008 Recommend	Percent Change
LIBRARY FUND											
REVENUE											
General Property Taxes	15.0000.4011	976,000	1,082,000	1,119,000	1,119,000	1,119,000	1,119,000	1,150,000	1,150,000	1,150,000	2.8%
Reciprocal Borrowing	15.0000.4458	43,243	71,146	50,000	50,000	0	50,000	50,000	50,000	50,000	
Interest on Investments	15.0000.4711	16,092	28,203	10,600	10,600	23,543	10,600	24,000	24,000	24,000	
Investment Gains/Losses	15.0000.4713	-2,875	1,137	0	0	-238	0	0	0	0	
Transfer From General Fund	15.0000.4834	0	0	0	0	0	0	0	0	0	
Transfer From Fund Balance	15.0000.4850	0	0	0	0	0	0	0	0	0	
Total Revenue		\$1,032,460	\$1,182,486	\$1,179,600	\$1,179,600	\$1,142,305	\$1,179,600	\$1,224,000	\$1,224,000	\$1,224,000	3.8%
EXPENDITURES											
Personal Services											
Salaries-FT	15.511.0000.5111	257,363	287,724	297,658	297,658	145,604	293,309	311,226	305,354	305,354	
Salaries-PT	15.511.0000.5113	202,888	221,363	238,318	238,318	124,025	245,119	259,631	255,307	255,307	
Overtime	15.511.0000.5117	5,032	5,390	6,500	6,500	3,330	6,500	6,500	6,500	6,500	
Longevity	15.511.0000.5133	660	750	680	680	375	690	680	780	780	
Holiday Pay	15.511.0000.5134	28,285	25,082	27,210	27,210	13,895	27,115	28,861	28,316	28,316	
Vacation Pay	15.511.0000.5135	22,695	24,766	28,926	28,926	10,185	26,841	30,560	29,984	29,984	
FICA	15.511.0000.5151	38,367	41,767	45,846	45,846	21,698	45,867	48,766	47,907	47,907	
Retirement	15.511.0000.5152	44,978	48,816	52,134	52,134	24,991	50,941	55,286	54,266	54,266	
Retiree Group Health	15.511.0000.5153	0	0	0	0	0	0	0	6,300	6,300	
Group Health & Dental	15.511.0000.5154	91,633	103,608	119,184	119,184	60,680	125,920	134,640	134,640	134,640	
Life Insurance	15.511.0000.5155	1,634	1,837	2,325	2,325	909	2,200	2,452	2,423	2,423	
Workers Compensation Ins	15.511.0000.5156	879	1,017	1,135	1,135	563	1,135	1,207	1,435	1,435	
Personal Services Sub-total		694,414	762,120	819,916	819,916	406,255	825,637	879,809	873,212	873,212	6.5%
Percent of Department Total		67.5%	69.0%	69.5%	69.5%	67.8%	70.2%	70.5%	70.0%	70.0%	
Contractual Services											
Equipment Maintenance	15.511.0000.5242	1,988	4,723	5,000	5,000	894	5,000	5,150	5,000	5,000	
Equipment Maintenance	15.511.0000.5243	3,400	3,400	0	0	2,267	0	0	0	0	
Data & Telephone Cabling	15.511.0000.5247	0	0	200	200	0	200	206	200	200	
Sundry Contractors	15.511.0000.5299	3,552	2,330	2,500	2,500	2,275	2,500	2,575	2,575	2,575	
Contracted Services Sub-total		8,940	10,453	7,700	7,700	5,436	7,700	7,931	7,775	7,775	1.0%
Supplies											
Postage	15.511.0000.5311	3,702	3,380	3,000	3,000	2,508	3,000	3,000	4,000	4,000	
Office Supplies	15.511.0000.5312	6,416	7,578	8,000	8,000	3,344	8,000	8,000	8,000	8,000	
Printing	15.511.0000.5313	0	0	250	250	103	250	250	250	250	
Education Supplies	15.511.0000.5328	1,505	848	1,000	1,000	523	1,000	1,000	1,000	1,000	
Operating Supplies-Other	15.511.0000.5329	16,251	13,038	17,000	17,000	6,182	17,000	17,000	17,000	17,000	
Supplies Sub-total		27,874	24,844	29,250	29,250	12,660	29,250	29,250	30,250	30,250	3.4%
Services and Charges											
Telephone	15.511.0000.5415	481	790	0	0	-105	0	0	0	0	
Subscriptions	15.511.0000.5422	10,681	11,701	10,000	10,000	1,462	10,000	10,000	13,000	13,000	
Memberships	15.511.0000.5424	1,422	1,467	1,500	1,500	1,243	1,500	1,500	1,500	1,500	
Conferences and Schools	15.511.0000.5425	189	384	1,200	1,200	0	1,200	1,200	1,200	1,200	
Mileage	15.511.0000.5432	490	278	550	550	68	550	550	500	500	
Equipment Rental	15.511.0000.5433	0	211	0	0	0	0	0	0	0	
Milw Co Library Computer	15.511.0000.5451	20,044	17,666	18,000	18,000	16,582	18,000	18,000	19,500	19,500	
Services and Charges Sub-total		33,307	32,497	31,250	31,250	19,250	31,250	31,250	35,700	35,700	14.2%
Facility Charges											
Allocated Insurance Cost	15.511.0000.5528	32,040	25,400	34,320	34,320	17,180	26,100	35,693	27,400	27,400	
Water	15.511.0000.5551	1,278	1,215	1,200	1,200	312	1,200	1,248	1,248	1,250	
Electricity	15.511.0000.5552	48,491	61,737	60,650	60,650	23,694	60,650	63,076	63,076	63,100	
Sewer	15.511.0000.5553	229	211	250	250	59	250	260	250	250	
Natural Gas	15.511.0000.5554	32,101	38,100	40,000	40,000	22,335	40,000	41,600	43,000	43,000	
Janitorial Supplies	15.511.0000.5556	5,002	6,313	4,000	4,000	3,257	4,000	4,160	5,500	5,500	
Building Maintenance - Systems	15.511.0000.5557	7,839	8,414	5,000	5,000	6,839	5,000	5,200	8,000	8,000	
Building Maintenance - Flooring	15.511.0000.5558	0	0	250	250	0	250	260	200	200	
Building Maintenance - Other	15.511.0000.5559	5,196	1,025	3,000	3,000	2,139	3,000	3,120	5,120	5,100	
Allocated payroll cost	15.511.0000.5560	56,600	61,900	64,500	64,500	32,250	64,500	67,080	64,500	64,500	
Facility Charges Sub-total		188,776	204,315	213,170	213,170	108,045	204,950	221,697	218,294	218,300	2.4%
Capital Outlay											
Furniture/Fixtures	15.511.0000.5812	0	0	1,500	1,500	0	1,500	1,500	1,500	1,500	
Library Materials	15.511.0000.5816	75,313	70,438	75,000	75,000	46,310	75,000	75,000	80,000	80,000	
Computer Equipment	15.511.0000.5841	294	372	1,500	1,500	640	1,500	1,500	1,500	1,500	
Software	15.511.0000.5843	0	167	0	0	833	0	0	0	0	
Capital Outlay Sub-total		75,607	70,977	78,000	78,000	47,783	78,000	78,000	83,000	83,000	6.4%
Total Library		1,028,918	1,105,206	1,179,286	1,179,286	599,429	1,176,787	1,247,937	1,248,231	1,248,237	5.8%
Total Library Fund Expenditures		1,028,918	1,105,206	1,179,286	1,179,286	599,429	1,176,787	1,247,937	1,248,231	1,248,237	5.8%
Excess of revenue over expenditures		3,542	77,280	314	314	542,876	2,813	-23,937	-24,231	-24,237	
Fund Balance, Beginning of Period		108,621	112,163	189,443	189,443	189,443	189,443	192,256	192,256	192,256	
Fund Balance, End of Period		112,163	189,443	189,757	189,757	732,319	192,256	168,319	168,025	168,019	

SANITARY SEWER FUND
61-731

PROGRAM: Sanitary Sewer

PROGRAM MANAGER(S): Director of Public Works & Superintendent of Water/Sewer

PROGRAM DESCRIPTION:

The Sanitary Sewer Division accounted for in a Special Revenue Fund, accounts for the activities of the sanitary sewer operations of the City. The City is part of the Milwaukee Metropolitan Sewerage District, which provides interceptor sewers and treatment of the sanitary sewage generated in the City. Sewer activities handled by City personnel include maintenance and cleaning of collection sewers and monitoring of the sanitary sewer system located within the City. Sewer bills are based on water usage where water is provided from the Franklin Water Utility and are a flat charge for all-single family and two-family customers. Employee costs of sewer and water department are allocated between water and sewer operations based on the activities performed.

SERVICES:

- Clean City sewers on an ongoing basis plus trouble spots.
- Inspect City sewers for diagnostic purposes and possible replacement.
- Locate sewer lines for construction and Digger's Hotline.
- Respond to sewer backup calls and customer questions and other related problems.
- Maintain 5 sanitary lift stations to include emergency equipment.
- Televisе mainline sewers and laterals to detect defects and set up rehab schedule.
- Perform sewer rehab to include manholes, laterals and mainline.

STAFFING: Sewer Division and Water Utility share employees. The percentage varies yearly based on activities performed. For 2007 it is anticipated at 50%:

Authorized Positions (FTE)	2003	2004	2005	2006	2007	2008
Sewer Superintendent	.50	.50	.50	.50	.50	.50
Operator II	1.00	1.00	1.00	1.00	1.00	1.00
Operator I	.00	.50	.50	.50	.50	.50
Sewer Technician	3.00	3.00	3.00	3.50	3.50	3.50
Clerk/Typist	.25	.25	.25	.62	.62	.62
Seasonal Maintenance	.15	.15	.30	.30	.30	.30
Total Sewer	4.90	5.40	5.55	6.42	6.42	6.42
Total of Water & Sewer	9.80	10.80	11.10	12.85	12.85	12.85

ACTIVITY MEASURES:

Activity	2003	2004	2005	2006	2007*	2008*
Miles of Sanitary Sewer	154.0	163.0	176.0	180.0	181.0	182.0
Avg.No.-Sewer Service Customers	8,580	8,769	9,216	9,567	9,700	9,800
Estimated Number of Manholes	3,830	3,912	4,248	4,482	4,600	4,700
Feet of Sewer Cleaned	247,681	222,461	317,042	119,200	300,000	250,000

* Forecast

BUDGET SUMMARY:

1) Personal Services increase reflects the continuation of the Sanitary Sewer Rehabilitation Program.

2) Capital Outlay - \$402,750.00

A. Lift Stations - \$206,000

1. Industrial Park Lift Station – Enclosure for station	\$206,000
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B. Tools & Shop Supplies - \$7,000

1. GPS Rover – 25% of \$28,000 cost	\$7,000
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C. Computer Equipment - \$750

1. Field Locators Laptop Computer - 50% of \$1,500 cost	\$750
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D. Transportation / Vehicles - \$39,000

1. Heavy Duty Service Vehicle – 50% of \$78,000 cost	\$39,000
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<u>E. Sewer Rehabilitation – 61.731.0000.5829 - \$50,000</u>	\$50,000
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Sewer rehab is being scheduled for the 2008 year. Estimates are based on Department surveys of Franklin's sewer system, both visual and televised inspection, obvious repairs needed and interviews with contractors, suppliers and engineering firms. The Department has been extending considerable effort to televising system sections and laterals suspected of contributing to I & I in the City.

CITY OF FRANKLIN	2005	2006	2007	2007	2007 YTD	2007	2008	2008	2008	Percent
2008 BUDGET	Actual	Actual	Adopted	Amended	6/30/2007	Estimate	Forecast A	Dept/Request	Recommend	Change

SEWER FUND

REVENUE

CHARGES FOR SERVICES											
METERED SALES-RESIDENTIAL	61.0000.4461	\$1,039,091	\$1,157,162	\$1,176,000	\$1,176,000	\$605,241	\$1,210,000	\$1,270,000	\$1,270,000	\$1,411,000	20.0%
METERED SALES-COMMERCIAL	61.0000.4462	401,135	407,433	454,000	454,000	218,627	436,000	490,000	490,000	545,000	20.0%
METERED SALES-INDUSTRIAL	61.0000.4463	171,299	172,813	193,000	193,000	97,609	194,000	208,000	208,000	231,600	20.0%
PUBLIC AUTHORITY	61.0000.4465	105,783	113,873	116,000	116,000	63,839	128,000	125,000	125,000	139,200	20.0%
PENALTY-FORFEITED DISCOUNT	61.0000.4466	15,430	15,422	15,000	15,000	5,585	15,000	15,000	15,000	15,000	0.0%
PROPERTY STATUS REPORTS	61.0000.4413	1,970	3,490	2,000	2,000	1,410	2,000	2,000	2,000	2,000	
Total Charges for Services		1,734,708	1,870,193	1,956,000	1,956,000	992,311	1,985,000	2,110,000	2,110,000	2,343,800	19.8%
Increase over prior year		14.09%	7.81%								
MISCELLANEOUS REVENUE											
INTEREST ON INVESTMENTS	61.0000.4711	21,937	34,360	15,000	15,000	12,726	15,000	15,000	15,000	15,000	
INVESTMENT GAINS/LOSSES	61.0000.4713	-3,920	1,386	-5,000	-5,000	-129	-5,000	-5,000	-5,000	-5,000	
PROPERTY SALE	61.0000.4751		0	0	0	1,800	1,800	0	0	0	
SALE OF RECYCLABLES	61.0000.4761		0	0	0		0	0	0	0	
REFUNDS/REIMBURSEMENTS	61.0000.4781	216	0	1,000	1,000	0	1,000	1,000	1,000	1,000	
Total Miscellaneous Revenue		18,233	35,746	11,000	11,000	14,397	12,800	11,000	11,000	11,000	0.0%
TOTAL SEWER FUND REVENUE		1,752,941	1,905,939	1,967,000	1,967,000	1,006,708	1,997,800	2,121,000	2,121,000	2,354,800	19.7%

SEWER FUND

EXPENDITURES

PERSONAL SERVICES											
SALARIES-FT	61.731.0000.5111	144,948	154,256	208,290	208,290	80,100	212,454	216,717	211,629	211,629	
SALARIES-ADMIN	61.731.0000.5112	24,231	23,822	25,370	25,370	13,672	25,370	26,131	27,023	26,259	
SALARIES-PT	61.731.0000.5113	5,313	10,344	12,193	12,193	6,120	4,053	13,171	0	0	
SALARIES-TEMP	61.731.0000.5115	7,900	7,173	5,824	5,824	2,444	5,654	5,994	5,994	5,824	
SALARIES-ALLOCATED	61.731.0000.5116	10,486	18,078	8,318	8,318	9,996	8,318	8,568	21,535	21,535	
SALARIES-OT	61.731.0000.5117	8,959	11,440	20,000	20,000	12,865	15,000	20,000	20,000	20,000	
COMPTIME TAKEN	61.731.0000.5118	3,884	6,153	0	0	1,764	4,400	0	4,400	4,400	
LONGEVITY	61.731.0000.5133	1,293	802	805	805	428	805	810	810	810	
HOLIDAY PAY	61.731.0000.5134	32,351	28,021	15,621	15,621	17,751	15,666	16,280	16,280	16,232	
VACATION PAY	61.731.0000.5135	36,158	34,535	20,308	20,308	15,727	20,688	21,475	21,475	21,388	
FICA	61.731.0000.5151	19,958	21,361	24,230	24,230	11,763	23,899	25,180	25,180	25,098	
RETIREMENT	61.731.0000.5152	25,293	117,785	25,042	25,042	29,623	24,574	26,026	26,026	25,936	
RETIREE GROUP HEALTH	61.731.0000.5153	0	0	0	0	0	0	0	19,595	19,600	
GROUP HEALTH & DENTAL	61.731.0000.5154	82,016	91,445	87,227	87,227	58,167	80,856	92,702	92,702	92,702	
LIFE INSURANCE	61.731.0000.5155	-784	-910	1,333	1,333	-352	1,475	1,357	1,357	1,357	
WORKERS COMPENSATION INS	61.731.0000.5156	15,836	19,802	13,276	13,276	11,915	11,710	13,780	17,200	17,141	
Sub-total		417,842	544,107	467,837	467,837	271,983	454,922	488,191	511,206	509,911	9.0%
Percent of Department Total		23.1%	26.5%	22.3%	22.3%	25.6%	21.8%	22.3%	22.1%	21.9%	
CONTRACTUAL SERVICES											
AUDITING	61.731.0000.5213	2,400	2,550	2,600	2,600	2,650	2,650	2,678	2,678	2,700	
EQUIPMENT MAINTENANCE	61.731.0000.5242	4,966	7,063	12,750	12,750	3,858	12,750	13,133	13,133	13,150	
SOFTWARE MAINTENANCE	61.731.0000.5257	4,330	4,649	9,050	9,050	1,443	9,050	9,322	9,322	9,300	
HAZARDOUS WASTE DISPOSAL COST	61.731.0000.5287	29,869	25,692	31,000	31,000	35,641	35,641	32,240	38,000	38,000	
SUNDRY CONTRACTORS	61.731.0000.5299	12,261	10,971	13,150	13,150	6,041	13,150	13,545	13,545	13,550	
Sub-total		53,826	50,925	68,550	68,550	49,433	73,241	70,918	76,678	76,700	11.9%
SUPPLIES											
POSTAGE	61.731.0000.5311	7,877	7,582	8,500	8,500	3,771	8,500	8,500	8,500	8,500	
OFFICE SUPPLIES	61.731.0000.5312	1,597	1,028	2,000	2,000	181	2,000	2,000	2,000	2,000	
PRINTING	61.731.0000.5313	3,966	3,286	4,500	4,500	1,633	4,500	4,500	4,500	4,500	
UNIFORMS	61.731.0000.5326	2,468	2,657	2,750	2,750	1,025	2,750	2,750	2,750	2,750	
OPERATING SUPPLIES-OTHER	61.731.0000.5329	1,333	285	1,000	1,000	88	1,000	1,000	1,000	1,000	
FUEL/LUBRICANTS	61.731.0000.5331	11,369	14,647	10,400	10,400	8,067	10,400	15,400	15,400	15,400	
VEHICLE SUPPORT	61.731.0000.5332	4,456	3,156	8,000	8,000	2,046	8,000	8,000	8,000	8,000	
EQUIPMENT SUPPLIES	61.731.0000.5333	26,768	24,391	30,000	30,000	9,534	30,000	30,000	30,000	30,000	
Subtotal		59,834	57,032	67,150	67,150	26,345	67,150	72,150	72,150	72,150	7.4%

CITY OF FRANKLIN 2008 BUDGET		2005 Actual	2006 Actual	2007 Adopted	2007 Amended	2007 YTD 6/30/2007	2007 Estimate	2008 Forecast A	2008 Dept/Request	2008 Recommend	Percent Change
Ratio of City of Franklin costs to MMSD charges		71.7%	76.3%	81.7%	81.7%	75.6%	72.4%	73.6%	83.5%	68.5%	
Ratio of Customer revenue to MMSD charges		164.3%	160.7%	169.6%	169.6%	164.0%	164.0%	167.5%	167.5%	169.3%	
SERVICES AND CHARGES											
SEWER SERVICE CHARGES	61.731.0000.5413	1,055,782	1,164,078	1,153,600	1,153,600	605,056	1,210,000	1,260,000	1,260,000	1,384,000	20.0%
TELEPHONE	61.731.0000.5415	2,649	7,633	8,100	8,100	3,532	8,100	8,100	8,100	8,100	
METER READING COSTS	61.731.0000.5416	9,749	4,233	15,000	15,000	0	15,000	15,000	15,000	15,000	
OFFICIAL NOTICES/ADVERTISING	61.731.0000.5421		115	0	0	356	0	0	0	0	
CONFERENCES & SCHOOLS	61.731.0000.5425	4,398	6,110	7,000	7,000	1,242	7,000	7,000	7,000	7,000	
ALLOCATED INSURANCE COST	61.731.0000.5428	9,712	8,300	10,000	10,000	4,500	8,100	10,000	8,400	8,400	
MILEAGE	61.731.0000.5432	0	45	500	500	0	500	500	500	500	
EQUIPMENT RENTAL	61.731.0000.5433	0	0	2,000	2,000	0	2,000	2,000	2,000	2,000	
LOCK BOX CHARGES	61.731.0000.5493	0	3,884	6,000	6,000	0	0	6,000	0	0	
Sub-total		1,082,290	1,194,398	1,202,200	1,202,200	614,686	1,250,700	1,308,600	1,301,000	1,425,000	18.5%
FACILITY CHARGES											
DEPRECIATION	61.731.0000.5541	56,982	55,768	60,000	60,000	30,000	60,000	62,400	60,000	60,000	
WATER	61.731.0000.5551	322	327	1,000	1,000	87	1,000	1,040	2,270	1,000	
ELECTRICITY	61.731.0000.5552	21,046	21,460	30,000	30,000	11,615	30,000	31,200	31,200	31,200	
SEWER	61.731.0000.5553	95	128	100	100	34	100	104	104	100	
NATURAL GAS	61.731.0000.5554	4,490	4,020	6000	6000	2,681	6000	6240	6,240	6200	
BUILDING MAINTENANCE	61.731.0000.5559	71	113	2000	2000	681	2000	2000	2,000	2000	
CITY SUPPORT-ENG & ADMIN	61.731.0000.5561	82,150	85,600	90,900	90,900	45,000	90,900	94,536	97,200	97,200	
Sub-total		165,156	167,416	190,000	190,000	90,098	190,000	197,520	199,014	197,700	4.1%
CAPITAL OUTLAY (NOT CAPITALIZED)											
AUTO EQUIPMENT	61.731.0000.5811	0	0	0	0		0	0	0	0	
OFFICE EQUIPMENT	61.731.0000.5813	0	0	0	0		0	0	0	0	
OTHER CAPITAL EQUIPMENT	61.731.0000.5819	4,738	3,338	500	500		500	500	2,300	750	
SEWER REHABILITATION	61.731.0000.5829	29,054	35,156	100,000	100,000	9,815	50,000	50,000	150,000	50,000	
COMPUTER EQUIPMENT	61.731.0000.5841	0	0	0	0		0	0	0	0	
SOFTWARE	61.731.0000.5843	0	0	0	0		0	0	0	0	
Sub-total		33,792	38,494	100,500	100,500	9,815	50,500	50,500	152,300	50,750	-49.5%
TOTAL SEWER FUND OPERATING EXPENDITURES		1,812,740	2,052,372	2,096,237	2,096,237	1,062,360	2,086,513	2,187,879	2,312,348	2,332,211	11.3%
INCOME (LOSS) BEFORE CAPITAL CONTRIBUTIONS											
INCOME (LOSS) BEFORE CAPITAL CONTRIBUTIONS		-59,799	-146,433	-129,237	-129,237	-55,652	-88,713	-66,879	-191,348	22,589	
RETAINED EARNINGS, BEGINNING		1,103,376	1,072,739	921,326	921,326	921,326	921,326	698,613	698,613	698,613	
INVESTED IN CAPITAL ASSETS TRANSFER		29,162	-4,980	-133,500	-133,500		-134,000		-192,000	14,000	
RETAINED EARNINGS, ENDING		1,072,739	921,326	658,589	658,589	865,674	698,613	631,734	315,265	735,202	
		59.18%	44.89%	31.42%	31.42%		33.48%	28.87%	13.63%	31.52%	
CAPITAL CONTRIBUTIONS											
CAPITAL CONTRIBUTIONS	61.731.0000.5732	1,802,150	1,911,741	1,500,000	1,500,000	0	1,500,000	1,500,000	1,500,000	1,500,000	
LESS CIAC DEPRECIATION	61.731.0000.5741	-542,174	-553,099	-560,000	-560,000	-280,000	-560,000	-560,000	-560,000	-560,000	
INVESTED IN CAPITAL ASSETS TRANSFER		-29,162	4,980	133,500	133,500	0	134,000	0	192,000	-14,000	
INVESTED IN CAPITAL ASSETS, BEGINNING		42,722,844	43,953,658	45,317,280	45,317,280	45,317,280	45,317,280	46,391,280	46,391,280	46,391,280	
INVESTED IN CAPITAL ASSETS, ENDING		43,953,658	45,317,280	46,390,780	46,390,780	45,037,280	46,391,280	47,331,280	47,523,280	47,317,280	
NET ASSETS, ENDING		45,026,397	46,238,606	47,049,369	47,049,369	45,902,954	47,089,893	47,963,014	47,838,545	48,052,482	

**CITY OF FRANKLIN
AUGUST 2007**

2008 SANITARY SEWER FUND

A. PERSONNEL SERVICES

1. Salaries – Part Time - 61.731.0000.5113 = \$13,171.00

2007 Budget	= \$ 12,193.00
Estimated Expenditures	= \$ 12,193.00
Requested 2008 Budget	= \$ 13,171.00

Salaries - PartTime budget account provides the necessary funds to pay for a part time clerk typist that is to be employed to work in the Sewer and Water Department.

2. Salaries - Temporary - 61.731.0000.5115 = \$ 3,500.00

2007 Budget	= \$ 5,824.00
Estimated Expenditures	= \$ 3,000.00
Requested 2008 Budget	= \$ 3,500.00

The Salaries - Temporary budget account provides the necessary funds to pay for the temporary summer help that is employed to work in the Sewer Department. Salary figure is based on a projection of a 12 week, temporary employee.

3. Salaries - Overtime - 61.731.0000.5117 = \$ 20,000.00

2007 Budget	= \$ 20,000.00
Estimated Expenditures	= \$ 20,000.00
Requested 2008 Budget	= \$ 20,000.00

The Salaries - Overtime budget account provides the necessary funds to pay the overtime wages to employees in the Sewer Department. This expenditure will vary depending on the number of emergencies that occur or projects requiring after hours completion.

B. CONTRACTUAL SERVICES

1. Auditing - 61.731.0000.5213 = \$ 2,678.00

2007 Budget	= \$ 2,600.00
Estimated Expenditures	= \$ 2,600.00
Requested 2008 Budget	= \$ 2,678.00

The Auditing budget account provides the necessary funds for the annual audit of the sewer fund. 3% increase in funding.

2. Equipment Maintenance - 61.731.0000.5242 = \$ 13,133.00

2007 Budget	= \$ 12,750.00
Estimated Expenditures	= \$ 12,750.00
Requested 2008 Budget	= \$ 13,133.00

The Equipment Maintenance budget account provides the necessary funds for the maintenance of the City's five (5) sanitary sewerage lift stations and the one hundred eighty miles of sanitary sewer mains. The equipment maintenance expenditures will vary from year to year depending on factors such as weather, substance pumped and residual problems.

3. Software Maintenance – 61.731.0000.5257 = \$ 9,322.00

2007 Budget	= \$ 9,050.00
Estimated Expenditures	= \$ 9,050.00
Requested 2008 Budget	= \$ 9,322.00

The software maintenance budget provides for service contracts and maintenance costs for various software programs owned and operated by the City of Franklin Sewer Department and programs shared with the Franklin Water Utility.

4. Other Costs – Hazardous Wastes – 61.731.0000.5287 = \$ 32,240.00

2007 Budget	= \$ 31,000.00
Estimated Expenditures	= \$ 36,000.00
Requested 2008 Budget	= \$ 32,240.00

This budget covers the costs of hazardous waste disposal that is handled by the City during clean ups or clean sweep efforts.

5. Sundry Contractors - 61.731.0000.5299 = \$ 13,545.00

2007 Budget	= \$ 13,150.00
Estimated Expenditures	= \$ 13,150.00
Requested 2008 Budget	= \$ 13,545.00

This budget covers Diggers Hotline and other associated costs from contractors doing miscellaneous repairs. Printing, folding & stuffing bills will also come from this account.

C. SUPPLIES

1. Postage - 61.731.0000.5311 = \$ 8,500.00

2007 Budget	= \$ 8,500.00
Estimated Expenditures	= \$ 8,500.00
Requested 2008 Budget	= \$ 8,500.00

The Postage budget account provides the sanitary sewers share of the mailing costs for the Sewer and Water Utility bills. The postage cost should only be the cost associated with the Sewer Department.

2. Office Supplies - 61.731.0000.5312 = \$ 2,000.00

2007 Budget	= \$ 2,000.00
Estimated Expenditures	= \$ 2,000.00
Requested 2008 Budget	= \$ 2,000.00

The Office Supplies account has been created to provide funds for office supplies such as paper, pens, notebooks and other such materials used on a daily basis. The Department in 2008 will be doing continued rehab and video documentation of the system resulting in added bookkeeping and record tabulation. Funding remains the same.

3. Printing - 61.731.0000.5313 = \$ 4,500.00

2007 Budget	= \$ 4,500.00
Estimated Expenditures	= \$ 4,500.00
Requested 2008 Budget	= \$ 4,500.00

The Printing budget account provides for the printing of sewer bills as necessary. It also covers printing of notices, spec updates and informational material for the Department. This budget has varied from year to year as printing is done in batch form.

4. **Uniforms - 61.731.0000.5326** = \$ 2,750.00

2007 Budget	= \$ 2,750.00
Estimated Expenditures	= \$ 2,750.00
Requested 2008 Budget	= \$ 2,750.00

The Uniform budget account provides the necessary funds to reimburse the employee for uniforms and safety shoes purchased. The union contract provides an allowance of \$250.00 per employee for uniforms on an annual basis. Therefore, the recommended budget is based on the following:

11 employees @ \$250.00 = \$2,750.00

5. **Operating Supplies – Other – 61.731.0000.5329** = \$1,000.00

2007 Budget	= \$1,000.00
Estimated Expenditures	= \$1,000.00
Requested 2008 Budget	= \$1,000.00

6. **Fuel/Lubricants - 61.731.0000.5331** = \$15,400.00

2007 Budget	= \$10,400.00
Estimated Expenditures	= \$10,400.00
Requested 2008 Budget	= \$15,400.00

The Fuel/Lubricant Budget Account provides funds to fuel and lubricate the vehicles.

7. **Vehicle Support - 61.731.0000.5332** = \$ 8,000.00

2007 Budget	= \$ 8,000.00
Estimated Expenditures	= \$ 8,000.00
Requested 2008 Budget	= \$ 8,000.00

The Vehicle Support budget account provides for the maintenance of vehicles in the Sewer Department. Vehicle usage and maintenance are projected to remain steady for 2008 with no increase in costs.

8. **Equipment Supplies - 61.731.0000.5333** = \$ 30,000.00

2007 Budget	= \$ 30,000.00
Estimated Expenditures	= \$ 30,000.00
Requested 2008 Budget	= \$ 30,000.00

The Equipment Supplies account provides the necessary funds to purchase the supplies necessary to operate and maintain mechanical equipment and sanitary sewer mains, as well as safety equipment and sanitizing products used while working with raw sewerage. Daily wear uniforms for the 7 techs most often exposed to raw sewage will also be coming from this budget line.

D. **SERVICES AND CHARGES**

1. **Sewer Service - 61.731.0000.5413** = \$ 1,260,000.00

2007 Budget	= \$ 1,153,600.00
Estimated Expenditures	= \$ 1,153,600.00
Requested 2008 Budget	= \$ 1,260,000.00

Funds are paid to MMSD for sewage treatment costs. Fees are established by the MMSD and City of Franklin rates are adjusted accordingly.

2. **Telephone - 61.731.0000.5415** = \$ 8,100.00

2007 Budget	= \$ 8,100.00
Estimated Expenditures	= \$ 8,100.00
Requested 2008 Budget	= \$ 8,100.00

The telephone budget account provides funds for data service lines from lift stations and a portion of the sewer and water building. Costs may vary from year to year depending on weather conditions that take the department off its normal charge pattern. Budget request includes the cost of Business Time-Warner Internet service to the Sewer/Water building. Total cost is approximately \$10,560 of which the Sewer Department pays 50%.

3. **Meter Reading Costs - 61.731.0000.5416** = \$ 15,000.00

2007 Budget	= \$ 15,000.00
Estimated Expenditures	= \$ 15,000.00
Requested 2008 Budget	= \$ 15,000.00

The Meter Reading Costs budget account provides the necessary funds to pay the water utility for the use of meters. The Sewer Fund uses water utility meters to determine flow for some of the sewer users.

4. **Conferences and Schools - 61.731.0000.5425** = \$ 7,000.00

2007 Budget	= \$ 7,000.00
Estimated Expenditures	= \$ 7,000.00
Requested 2008 Budget	= \$ 7,000.00

The Conferences and Schools budget account provides the necessary funds to train personnel involved with the sanitary system including the City Engineer, Assistant City Engineer, Engineering Technician III, Superintendent, Sewer and Water Operators and Sewer and Water Technicians. Because the Department of Commerce is constantly changing its requirements for code compliance, schooling requirements can change from year to year usually requiring more training and schools.

5. **Mileage - 61.731.0000.5432** = \$ 500.00

2007 Budget	= \$ 500.00
Estimated Expenditures	= \$ 500.00
Requested 2008 Budget	= \$ 500.00

The mileage budget provides funds for reimbursement to employees who use their own vehicle for transportation to schools and training. Private vehicle use is often necessary because department vehicles cannot be spared.

6. **Equipment Rental - 61.731.0000.5433** = \$ 2,000.00

2007 Budget	= \$ 2,000.00
Estimated Expenditures	= \$ 2,000.00
Requested 2008 Budget	= \$ 2,000.00

The Equipment Rental budget account provides the necessary funds to rent equipment to assist in the operation and maintenance of the sanitary sewer lift stations and the sanitary sewer mains. Expenditures in this account vary year to year based on maintenance needs.

E. **FACILITY CHARGES**

1. **Depreciation - 61.731.0000.5541** = \$ 62,400.00

2007 Budget	= \$ 60,000.00
Estimated Expenditures	= \$ 60,000.00
Requested 2008 Budget	= \$ 62,400.00

2. **Water – 61.731.0000.5551** = \$ 2,270.00

2007 Budget	= \$ 1,000.00
Estimated Expenditures	= \$ 2,000.00
Requested 2008 Budget	= \$ 2,270.00

The water budget account provides the necessary funds to pay the charges for water used by the sewer cleaning crew for the jetting of the sanitary sewers. The sewer cleaning crew averages 3 loads of water per day and cleans sewers 4 days per week. Discounting bad weather and other assigned duties, the crew cleans sewers approximately 45 weeks per year. 12 loads per week @ 45 weeks = 540 loads.
540 loads of water @ 1,500 gallons per load = 810,000 gallons
1st 60,000 gallons x \$2.93/1,000 = \$175.80
Next 750,000 gallons x \$2.79/1,000 = \$2,092.50
Total cost = \$2,268.30

3. **Electricity - 61.731.0000.5552** = \$ 31,200.00

2007 Budget	= \$ 30,000.00
Estimated Expenditures	= \$ 30,000.00
Requested 2008 Budget	= \$ 31,200.00

The Electricity budget account provides the necessary funds to pay for the electric charges for the five (5) sanitary sewerage lift stations and a portion of the charges at the Sewer and Water building on Airways Ave.

4. **Natural Gas - 61.731.0000.5554** = \$ 6,240.00

2007 Budget	= \$ 6,000.00
Estimated Expenditures	= \$ 6,000.00
Requested 2008 Budget	= \$ 6,240.00

The Natural Gas budget account provides the necessary funds to provide natural gas to heat lift stations and the sewer and water building.

5. **Building Maintenance - 61.731.0000.5559** = \$ 2,000.00

2007 Budget	= \$ 2,000.00
Estimated Expenditures	= \$ 2,000.00
Requested 2008 Budget	= \$ 2,000.00

The Building Maintenance budget provides for the maintenance of the Sewer and Water Building located on Airways Avenue.

6. **City Support – Eng. & Admin - 61.731.0000.5561** = \$ 97,200.00

2007 Budget	= \$ 90,900.00
Estimated Expenditures	= \$ 90,900.00
Requested 2008 Budget	= \$ 97,200.00

The Transfer to General Fund budget account provides the necessary funds to reimburse the general fund for engineering and general administration support (salary plus fringe benefits) by the Engineering Department, Clerks, Assessor's and Treasurer's offices.

Budget numbers do not account for projects unknown to the Department.